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SPECIAL 10-DAY JUVENILE PROBATION COMMISSION RULE CHANGE NOTICE - for January 10, 2007

Hearing and Discussion to Amend Juvenile Probation Commission Rule 7.02 Regular Meetings, to schedule regular meetings on the 2nd Wednesday of each month.

Copies of the "SAN FRANCISCO JUVENILE PROBATION COMMISSION AUTHORITY AND RULES OF ORDER" are available upon request at the San Francisco JUVENILE PROBATION COMMISSION office, 375 Woodside Avenue, Room 246, each business day from 9am to 5pm, or via email. Don.chan@sfgov.org

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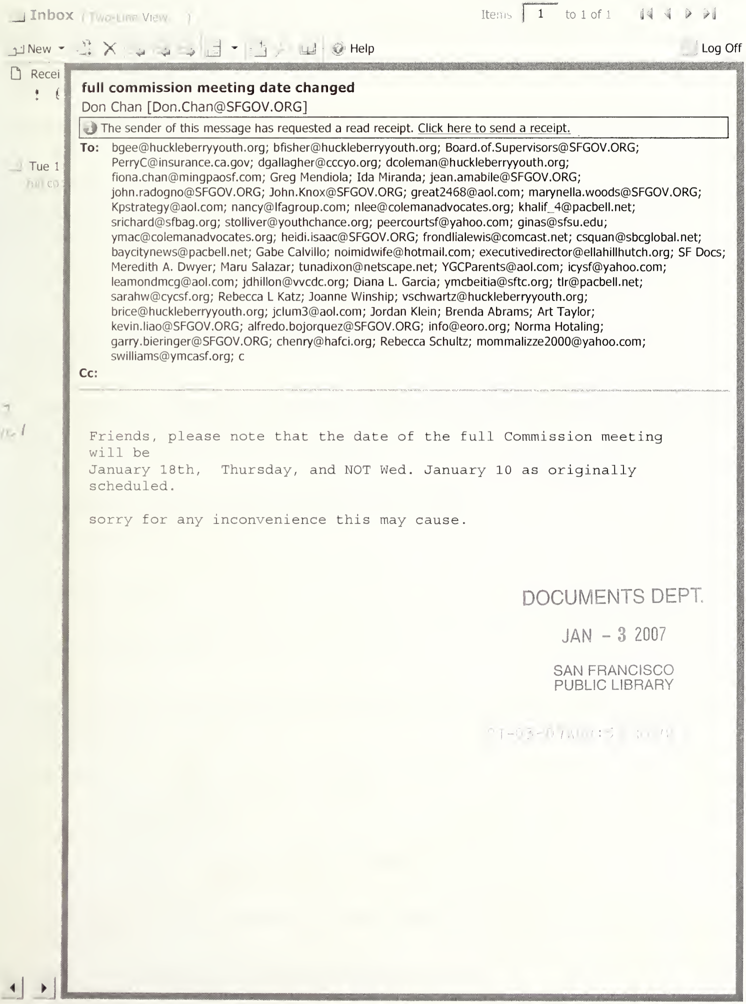

full commission meeting date changed

Don Chan [Don.Chan@SFGOV.ORG]

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Cc:

Friends, please note that the date of the full Commission meeting will be
January 18th, Thursday, and NOT Wed. January 10 as originally scheduled.

sorry for any inconvenience this may cause.

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JUVENILE PROBATION COMMISSION

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NOTICE OF SPECIAL JANUARY MEETING of the JUVENILE PROBATION COMMISSION

to be held at Youth Guidance Center cafeteria
375 Woodside Ave
San Francisco, CA 94127

5:30 pm Thursday January 18, 2007

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of November 15, 2006 meeting minutes
(public comments)

01-03-07P02:17 RCVD

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
Update on actions to address the JH population (Queen)
(public comments)

5. (DISCUSSION/ACTION) Hearing and Possible Approval of an Amendment to Juvenile Probation Commission Rule 7.02, Regular Meetings, to schedule regular meetings on the 2nd Wednesday of each month. *explanatory document: amended rule
(public comments)

6. (DISCUSSION) Review of the Dept's draft 07-08 budget.
**explanatory: document: draft budget
(public comments)

7. (DISCUSSION) Report on status of CBO contracts.
(public comments)

8. (DISCUSSION/ACTION) Discussion and possible recommendation for resolution regarding the Gang Injunction. (Queen)
(public comments)

9. (DISCUSSION/ACTION) Possible action to adopt a commission attendance policy, per request from the Mayor and Bd. Of Supervisors.
(public comment)

10. (DISCUSSION) Committee reports, other reports
    - Program committee
    - Finance committee
    - Facilities committee
    - Ad Hoc committee on performance evaluations

    (public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (DISCUSSION) Requests for future agenda items.

13. (ACTION) Adjournment

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January 3, 2007

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CITY AND COUNTY OF SAN FRANCISCO
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電郵 Donna.Hall@ci.sf.ca.us

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Biết Các Quyền Của Quý Vị Theo Sắc Lệnh Sunshine

Trách nhiệm của chính quyền là phục vụ quần chúng, làm các quyết định rành rành trước mặt quần chúng. Nhiệm vụ của các ủy ban, hội đồng, hội đồng hành chánh và các cơ quan khác của Thành Phố và Quận Hạt là để điều hành công việc của nhân dân. Sắc Lệnh Sunshine đảm bảo là các cuộc bàn cãi được điều hành trước nơi công cộng nhân dân được duyệt xét tự do các hoạt động của Thành Phố. Để biết thêm chi tiết về các quyền của quý vị theo Sắc Lệnh Sunshine (Chương 67 Bộ Luật Hành Chánh San Francisco) hay báo cáo một sự vi phạm sắc lệnh, xin liên lạc với cô Donna Hall bằng thư, điện thoại, đánh fax hay điện thư tới Đơn Vị Đặc Nhiệm Theo Sắc Lệnh Sunshine

Các công dân muốn có một bản sao miễn phí của Sắc Lệnh Sunshine có thể yêu cầu cô Hall gửi cho một bản hay in Chương 67 của Bộ Luật Hành Chánh qua Mạng Internet tại http//:www.ci.sf.ca.us/bdsupvrs/sunshine

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to be held at Youth Guidance Center cafeteria
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5:30 pm Thursday January 18, 2007

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(public comments)

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6. (DISCUSSION/ACTION) Review and possible action to approve draft Statement of Incompatible Activities. **explanatory document: document: SIA

7. (DISCUSSION/ACTION) Review of the Dept's draft 07-08 budget with possible recommendations for revisions.
**explanatory: document: draft budget
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January 10, 2007

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Cc:

Subject: cancellation of commission meeting

Attachments:

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Friends,

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Due to a mishap in posting the agenda for this meeting of the Juvenile Probation Commission tonight, it did not get on the public webpage.

Thus, the Commission cannot hold the meeting, otherwise it will violate Sunshine Ordinance stipulation requiring it appear on the website.

Sorry if this causes you any inconvenience.. When the meeting is re scheduled, you will receive notice.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL JANUARY MEETING of the JUVENILE PROBATION COMMISSION

to be held at Youth Guidance Center cafeteria
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5:30 pm Thursday January 25, 2007

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of November 15, 2006 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
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6. (DISCUSSION/ACTION) Review and possible action to approve draft Statement of Incompatible Activities. **explanatory document: document: SIA

7 (DISCUSSION/ACTION) Review of the Dept's draft 07-08 budget with possible recommendations for approving and/or revising Finance Comm recommendations.
**explanatory: document: draft budget
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(public comments)

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January 22, 2007

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JUVENILE PROBATION COMMISSION

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MINUTES OF SPECIAL JANUARY 25, 2007 MEETING of the JUVENILE PROBATION COMMISSION
Held in City Hall room 406 Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call.**
The President called the meeting to order at 5:35pm Comms. Beijen, Queen, Woodson, were present at the gavel. Comm. Lingad Ricci arrived at 5:26pm, Comm Fetiçō at 6:02pm.

2. (ACTION) Review and approval of November 15, 2006 meeting minutes
The minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief Probation Officer's report:
The Chief reported that Allen Nance would return to the Dept around Feb. 19. He said that from now on he will have division managers report during the Commission meetings.
G. Bieringer on actions to address the JH population: reasons for spike in population.. since August to Dec stayed high. 27% increase in youth brought to JH (878 total). Many of them are being filed as 707b (considered adult). 9 resolved, 8 still pending. There are contested jurisdictions/dispositions. This creates delays. The courts are now committing youth to juvenile hall for various lengths of stay (90 to 360 days). Probation Dept actions: increasing attention to weekly case reviews to try releasing kids. Enhancing cases from one division to another.. to cut case processing time. Many more undocumented kids... worked out an agreement with Huckleberry House to work with these kids. Publishing a daily grid of detention alternatives to let people know what's available for use that day.. so others in the system know.
System steps: been having meetings with many City departments to analyze the problem to see where any changes can be made. Agreements made: need more interaction of system partners so information from each can be shared and extracted when needed. Partners need more training.
Comm Queen asked why there were more 707s. Bieringer said that many of the youth are co-defendants in cases of violence. He also said that because of better technology many more are caught now where before they were not ID'ed (eg. muni buses, school safety officers). The Chief said they are looking at how charges/over charging is done so that they can get a clearer picture of how this impacts population. On pleas in 707 cases, a commitment to a secure facility results in them being committed to JH.
Comm Woodson: any timetable for the training? Bieringer: not yet. He' like it to happen by spring.
Comm Stiglich expressed her concern as to looking at initial arrest charges and what the ultimate adjudicated charges are as if that somehow informs the first decision. She said the reality is that the final charges are many times the efforts of all to not give the youth a "strike". It doesn't mean that the crime was not really what was originally charged, so can be misleading. Bieringer said that there was a court ruling today that if a youth admits to a "707b" then that is counted as a strike. Just being adjudicated on a 707b will not be the same. Until this is appealed, the decision will begin to impact our operations.
Comm Queen suggested that the Chief review the violence prevention plan put forward by the African American Community Police Relations Board for many of the points on coordination of services, etc.
D. Doyle on the current operations of JH: move was completed on Dec. 29. all are "enjoying" the facilities (the space, the newness). There is a better climate and atmosphere in it and its configuration makes for easier supervision on the units. Logistics still having issues: population movement from

units to school, to courts, to visiting areas.. staff needs to do this. Some of the mechanical systems are still acting up... electronic controls for doors being fixed. The outdoor areas are now in process of being created. Overall the deficiencies are overshadowed hy the positives. Still a "work in progress". (he gave a similar report at Programs Comm)
N. Yalon said that CARC referrals are steady (approx 30 /mo) they continue to meet with CARC staff on processing. The girls unit ad hoc committee drafted a resolution for the Commission. Its next meeting will be Feb. 28.
Report on LCR will be made next month.
Comm Stiglich asked Doyle to keep the Commission apprised of what comes up re. staffing needs.
(public comments)
Jessica H. Al-Tawqi suggested looking at the Controller's report on JH staffing, because it had found that less staff would be needed in the new facility. Maybe another analysis has to be done.
She also said that the co-ed housing of youth on the units seems to be problematic. The providers group feels that this needs to be addressed.
Denise Coleman, Huckleberry Youth: regarding meeting Chief mentioned with police. She said that arrests are up in SF, despite a national reduction. She mentioned that this is still an issue for disproportionate confinement, and that there is still a tendency for overcharging by police.

5. (DISCUSSION/ACTION) Hearing and Possible Approval of an Amendment to Juvenile Probation Commission Rule 7.02, Regular Meetings, to schedule regular meetings on the 2nd Wednesday of each month.
Comm. Queen moved, and Comm Beijen 2nd. there was no discussion and upon voice vote, the motion carried 6-0.
(public comments)
There were none.

6. (DISCUSSION/ACTION) Review and possible action to approve draft Statement of Incompatible Activities.
The Chief said he reviewed the previous document submitted by former CPOs, and has made revisions to it.
Comm Beijen agreed with the draft as he was given and hoped the Commission could act on it.
After a short discussion it was decided to further review it and take action at the next meeting.
(public comments)
There were none.

7. (DISCUSSION/ACTION) Review of the Dept's draft 07-08 budget with possible recommendations for approving and/or revising Finance Comm recommendations.
A Magee represented the Dept in explaining this. Comm Fetiçõ had questions: there are now more admin positions (with hers). She said that her position was added to the budget during the last budget cycle so when the position was added, so was the funding for that position. She said that initially their positions (hers and M. Lui's) had similar titles so that might have been confusing. But they're actually quite different. The CFO (Lui) now has the ability to focus on the dept's budget and finance primarily contracts, facilities, purchasing and so on which was the initial intent of that position. It was never intended for him to cover all administrative aspects in the dept. in the reductions of the past 4 yrs, M. Lui has absorbed all those decreases in the functions he's been performing. Her (Magee) position was brought on to serve as another layer of oversight for this Chief to relieve him of many administrative duties he doesn't need to be doing. Her goal is oversee M Lui's position, as well as HR, Information Services, and also working with Community Programs in their contracting processes to make sure that goes smoothly.
There was a short back and forth about the timeliness of correspondence and written documents. Comm Fetiçõ asked what the SF Charter says about exempt positions in the dept. A Magee said that every year the Controller approves a certain number of exempt positions for each dept. She said the city as a whole has a certain number of exempt positions allowed by the Charter (baseline yr 1994), so that it cannot exceed the number it had in 1994. So every year the dept requests a number of exempt positions and are either approved or denied by the Controller. Our dept has in the current year 9 approved exempt positions. (she had a copy of the annual salary ordinance showing the positions that have been approved). It was Comm Fetiçõ's understanding that the Commission has the authority to approve exempt positions in the dept, and asked for a ruling by the city attorney on this. A Magee said that the Commission approves the budget when it is submitted to the Mayor, but the Controller makes the final decision on the number of exempt
positions. There was a discussion ahout upgrading two positions heing upgraded (a 1632 accounting position and a personnel clerk). Magee said that it wasn't necessarily the incumbents being upgraded, but the jobs. She said the upgrades would expand the capacity of those positions. She used as example the HR division. There are 2 positions there. A 1244 Sr analyst and a 1203 personnel tech, carrying the whole dept on their shoulders. They want a 1241 (personnel analyst) so that the job can perform a wider range of functions to better support the unit and dept. The current job description doesn't allow them to perform those functions. By upgrading it, it expands the capacity without having to bring in new staff. The current 1203 is significantly lower in level and capacity served. By upgrading the position they can support S. Kinghorne in a better manner. If they work out of their job class, the dept can get in trouble. He said that both incumbents have taken the exam for the higher jobs and are on the list. By upgrading rather than adding new staff, they are allowing the current staff to do more. Kinghorne said he was hired as a workman's comp specialist.

If the current staff can't qualify for the new role, then they will go outside to tire. People cannot be asked to work "out of their class". Their job class only allows them to perform certain functions. They would have to apply and go through the application process, but they are qualified.
Comm Beijen asked if we have a "like pay – like job" issue where someone is working out of class but paid at the higher class while they're doing the job. Kinghorne said there are provisions to do that but currently no one is working out of class.
The Chief gave an example of past inability to hire into 3 positions in the budget, saying it was due to lack of HR personnel. He said that now with the number of new hires they can do, they need a level of work, even more work output from HR. So instead of hiring another person, they will upgrade the current position's class so that that person can do this extra work.
Comm Stiglich asked what the recommendation of the Finance Comm was. Comm Beijen, Chair, said that it was reviewed, and the committee recommended the full Commission approve the changes.
Comm Beijen moved to approve the Finance Committee's recommendation to approve the budget changes. Comm Queen 2nd. there was no public comment. Upon voice vote, the motion carried 5-1, with Comm Fetiçõ opposing.
(public comments)
There were none.

8. (DISCUSSION) Report on status of CBO contracts.
L. Holmes could not appear tonight so this was tabled to the next meeting. Comm Queen asked about the communication problems that seemed to have been the problem of contracts, last reported to the Commission. The Chief said that those were cleared up but new ones have replaced them, not necessarily on the same scale. This one had to do with an invoice in arrears, before he came on board.
(public comments)
There were none.

9. (DISCUSSION) Discussion for resolution regarding the Gang Injunction.
This item was tabled to the next meeting.
(public comments)
There were none.

10. (DISCUSSION/ACTION) Possible action to adopt a commission attendance policy, per request from the Mayor and Bd. Of Supervisors.
Comm Stiglich asked if there were any comments about this. Comm Lingad Ricci asked about a recent action regarding the ability of commissioners/supervisors to participate meetings via teleconferencing. Comm Stiglich commented that she thought there wasn't anything that was unreasonable in the request, since the commissioners serve at the Mayor pleasure and accountability to him through consistent attendance is just common sense.
Comm Beijen moved, and Comm Lingad Ricci 2nd. Upon voice vote, the motion carried 6-0.
(public comment)
There were none.

11. (DISCUSSION) Committee reports, other reports
- Program committee
  Comm Fetiçõ asked Comm Beijen to report on the girls' services committee's work. Comm Beijen read the recommended resolution arrived at from those meetings (see attached) that the Committee hopes the full Commission will act on at their next meeting.
  Comm Fetiçõ summarized some of the information presented by community programs staff (Holmes), and juvenile hall. He commented that he still felt that line staff levels are weak, vis-à-vis the "up-line" administrative positions.
- Finance committee
  Comm Beijen commented that the subject matter of the meeting was covered in tonight's discussion on the budget.
- Facilities committee
  This committee hasn't met recently.
- Ad Hoc committee on performance evaluations
  This committee needs to be reconstituted with new membership.

(public comments)
There were none.

12. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

13. (DISCUSSION) Requests for future agenda items.
Comm Lingad Ricci asked to set up a commission retreat.
Comm Beijen asked to include a JPC commendation.
Comm Stiglich offered the possibility that Feb's meeting will be on either Tuesday or Thursday (13/15).

14. (ACTION) Adjournment
Comm Stiglich wanted to adjourn the meeting in recognition of Rebecca Woodson (whom she appointed to the Ad Hoc Committee), Damone Hale, and in memory of officer Brian Tuvera.
Comm Queen commented that Damone Hale was an extraordinary commissioner, and an advocate in the Bayview for years with the Community Defenders program, working for youth in athletic leagues

and now doing pro bono work on the gang injunction issue. His departure from the commission is a tremendous loss.

There being no further business, the meeting was adjourned at 7:05pm;

In recognition of new Commissioner Rebecca Woodson,
Damone Hale,
And in memory of Officer Brian Tuvera

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION

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AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of January 25, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
(public comments)

5. (DISCUSSION/ACTION) Review and possible action to approve draft Statement of Incompatible Activities. **explanatory document: document: SIA Statement of Incompatible Activities
(public comments)

6. (DISCUSSION/ACTION) Adopt the resolution on establishing a girls' unit, per the Program Committee's recommendation. **explanatory doc: resolution
(public comments)

7. (DISCUSSION/ACTION) Set date for a commission retreat
(public comments)

8. (DISCUSSION/ACTION) Election of Officers
(public comments)

9. (DISCUSSION/ACTION) Establishing a protocol for awarding Juvenile Probation Commission Commendations (Beijen)
(public comments)

10. (DISCUSSION) Report on status of CBO contracts.
(public comments)

11. (DISCUSSION/ACTION) Discussion for resolution regarding the Gang Injunction. (Queen)
(public comments)

12. (DISCUSSION) Committee reports, other reports
    - Program committee
    - Finance committee
    - Facilities committee
    - Ad Hoc committee on performance evaluations

    (public comments)

13. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation

Commission

14 (DISCUSSION) Requests for future agenda items.

15. (ACTION) Adjournment

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February 1, 2007

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CITY AND COUNTY OF SAN FRANCISCO
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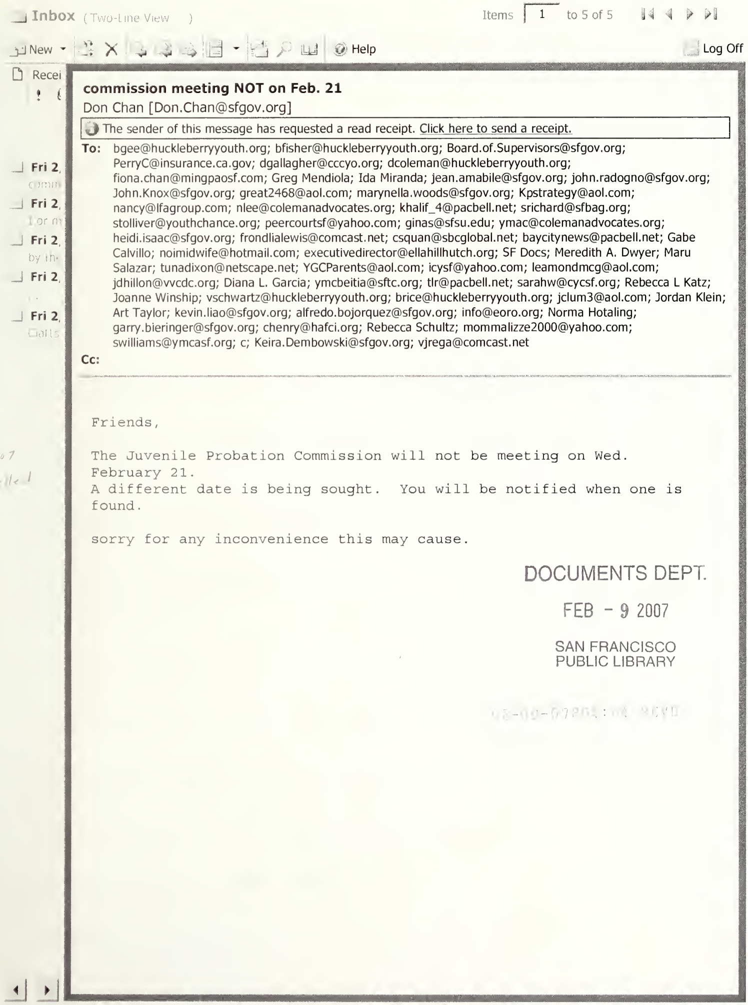

commission meeting NOT on Feb. 21

Don Chan [Don.Chan@sfgov.org]

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Cc:

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A different date is being sought. You will be notified when one is found.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
to be held off site, at
Youth Guidance Center Cafeteria
375 Woodside Ave
San Francisco, CA 94127

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5:30 pm Wednesday March 14 , 2007

AGENDA

1. (ACTION) Roll call.

2. (ACTION) Review and approval of January 25, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief Probation Officer's report:
(public comments)

5. (DISCUSSION/ACTION) Review and possible action to approve draft Statement of Incompatible Activities. **explanatory document: document: SIA Statement of Incompatible Activities
(public comments)

6. (DISCUSSION/ACTION) Adopt the resolution on establishing a girls' unit, per the Program Committee's recommendation. **explanatory doc: resolution
(public comments)

7. (DISCUSSION/ACTION) Establishing a protocol for awarding Juvenile Probation Commission Commendations (Beijen)
(public comments)

8. (DISCUSSION/ACTION) Set date for a commission retreat
(public comments)

9. (DISCUSSION) Report on status of CBO contracts.
(public comments)

10. (DISCUSSION) Sunshine/Brown Act rules regarding e-mail correspondence. (Lingad-Ricci)
(public comments)

11. (DISCUSSION) Discussion for resolution regarding the Gang Injunction. (Queen)
(public comments)

12. (DISCUSSION/ACTION) Election of Officers
(public comments)

13. (DISCUSSION) Committee reports, other reports
    - Program committee

(public comments)

JPC 415 753 7870 FX 415 753 7826

14. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

15. (DISCUSSION) Requests for future agenda items.

16. (ACTION) Adjournment

** Explanatory documents: Hard copies of explanatory documents listed in this agenda, and other related materials received by the Probation Commission after the posting of this agenda, may be obtained from the Probation Commission office by the Monday before the meeting. Please call the office to make arrangements. (Some documents may be accessible electronically on the Commission webpage under agendas)

February 27, 2007

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Trách nhiệm của chính quyền là phục vụ quần chúng, làm các quyết định rành rành trước mắt quần chúng. Nhiệm vụ của các ủy ban, hội đồng, hội đồng hành chánh và các cơ quan khác của Thành Phố và Quận Hạt là để điều hành công việc của nhân dân. Sắc Lệnh Sunshine đảm bảo là các cuộc bàn cãi được điều hành trước nơi công cộng, nhân dân được duyệt xét tự do các hoạt động của Thành Phố. Để biết thêm chi tiết về các quyền của quý vị theo Sắc Lệnh Sunshine (Chương 67 Bộ Luật Hành Chánh San Francisco) hay báo cáo một sự vi phạm sắc lệnh, xin liên lạc với cô Donna Hall bằng thư, điện thoại, đánh fax hay điện thư tới Đơn Vị Đặc Nhiệm Theo Sắc Lệnh Sunshine.

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Meeting Information

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MINUTES OF MARCH 14, 2007 REGULAR MEETING of the JUVENILE PROBATION COMMISS
held off site, at Youth Guidance Center Cafeteria 375 Woodside Ave San Francisco, CA 94127

The Minutes of this meeting set forth all actio
stated, but not necessarily the chronological sequence in which the

1. **(ACTION) Roll call.**
President Stiglich called the meeting to order at 5:37pm. Comms. Woodson, Queen,
Beijen were present at the gavel. Comm Rojas arrived at 5:50pm and Comm Ricci at

2. (ACTION) Review and approval of January 25, 2007 meeting minutes
Comm Beijen commented that his recollection was that President Stiglich appointed Comm Woodso
Hoc Committee. President Stiglich recalled the same. With this amendment, the minutes were appı
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Com
There were none.

4. (DISCUSSION) Chief Probation Officer's report:
Chief Siffermann commented that the spike in juvenile hall population has kept the Dept busy trying
to keep the numbers down. The reasons for the increase are basically the same as reported before; th
They are also in the process of testing for new staff, training on the YASI instrument to be used in the
processes, and furthering the planning for LCRS programs and renovation.
He mentioned 3 events he attended: a program by Each One Reach One, where actors acted out plays
youth in juvenile hall.
A memorial event for John McNerney, a juvenile hall counselor.
A management mtg at LCRS, where all managers went and each made an individual pledge as to how
support Toni Powell at LCRS.
He mentioned the Civil Grand Jury's report comment on moving CARC closer in proximity to the De
operations. He suggested using the old intake/admissions building as the site for CARC.
This will be taken up at the Program's Committee.

Comm Queen asked if there is any one impediment to the relief of the juvenile hall population questi
said that the case processing mechanism is a big problem whenever one or another "partner" in the p
disagreement with a recommendation. It gets held up and delayed.
The Chief also said there were more youth of 18 yrs or older who are still in juvenile hall. They could
transfer these to the adult jail for holding but didn't feel that was a positive choice.
There are also situations out of their control like the changing staff in the state bodies responsible for
assessments of youth, or the increased numbers of undocumented youth whose cases take longer to
He said that what we ultimately would need is a shelter for many of these youth.
Comm Fetiçõ expressed his frustration at what seems to be a chronic situation where the same probl
undocumented youth, delayed case processing, disagreements among the partners have left us with a
juvenile hall population. He said there's still staff lacking at Log Cabin Ranch, as well as juvenile hall,
more OT, there's still no one helping Lonnie Holmes in the community programs division, but we ha
administrative staff now.
He also said he didn't know what was going on with the Dept's budget since he wasn't allowed to see
budget. He faulted the Commission for not demanding more accountability and not being on top of e
Comm Rojas asked about the work with Huckleberry House on the undocumented youth issue. The C
it was a success where they took 3 at any given time. This takes up space from others they would hav
of. They are still reviewing the relationship and refining it.
Comm Woodson asked what the Chief meant by having a citywide review of the issue, what benefit w
and what has been done to initiate such a review.
The Chief said they have convinced the Mayor's Office of Criminal Justice to establish a workgroup t
issues of juvenile justice. The first issue will be the juvenile hall population. Members of the workgro
DA, PD, CBOs, DCYF, DPH, SFUSD reps. They will look at how citywide policies might affect the ope
Dept.
Comm Stiglich asked if the native plant program they are talking about for LCRS will be operated out
greenhouses? Yes. Comm Stiglich also asked what powers the Dept has in impacting the detention
process. The Chief said that while he can share and carry the outlook of the Commission on what the
are in relation to detention, it can't be "willed" on the line staff. That this comes from supervision an
and currently that is being carried out by line staff's peers (due to lack of supervising PO staff) and th
training in order to be able to actuate that outlook.
(public comments)
Damone Hale commented off mike so much was not picked up. His final comment was that the Chi
support of the Commission to get the staff necessary to do the work to get the confidence of the cour

5. (DISCUSSION/ACTION) Review and possible action to approve draft Statement of Incompatible Ac
Comm. Queen moved to adopt the document. Comm Beijen 2nd. There was no discussion or public c
Upon voice vote the motion carried 6-0.
(public comments)
There was none.

6. (DISCUSSION/ACTION) Adopt the resolution on establishing a girls' unit, per the Program Commit
recommendation. With modification in paragraph #1 to be "It shall be the policy..."
Comm Fetiçõ commended the group working on this issue, and expressed his hope that it could be e
in the next 3 months. N. Yalon said that the group had established a timeline for 5 things to be acco
Comm Queen moved to adopt , Comm Fetiçõ 2nd. Comm Beijen suggested the modification. Upon
the resolution with modification was adopted 6-0.
(public comments)
D. Hale spoke off mike and was not picked up but generally made supportive comments about the re
need for girls services.

7. (DISCUSSION/ACTION) Establishing a protocol for awarding Juvenile Probation Commission
Commendations
Comm Beijen said he was proposing the Commission "adopt protocol for recognizing and commendi
Juvenile Probation Dept employees and others for performing outstanding work on behalf of the De
benefiting the youth under the supervision of this Dept. It is entirely appropriate and desirable for t
commission to encourage and acknowledge outstanding work by our employees and by private pers

recommended that we adopt an official San Francisco Juvenile Probation Commission commendati certificate that may be awarded upon recommendation of the Chief Juvenile Probation Officer. Such commendation would then require the unanimous acclimation or approval of the full commission. A commissioners would sign the certificate, and it would be awarded as deemed appropriate at a ceren during a full commission meeting, by the Chief in an office ceremony, or by United States post office Commendations of this sort are awarded by other San Francisco commissions. I have adapted the w the proposed commendation from a similar commendation that is issued the San Francisco Police Commission, and I intend to move that the Juvenile Probation Commission instruct our executive se prepare several possible certificate formats from which this body can select one for our purpose. Tha suggested wording would be to have at the top of the certificate say San Francisco Juvenile Probatio Commission Commendation, with a place for the name of the awardee, and then say 'we the membe Juvenile Probation Commission hereby commend you for the outstanding work performed by you, a this date...[place for the date] and then signature of the President, Vice President and the 5 other m the Commission, as well as the Chief of the Dept."

Comm Fetiçō expressed a strong opinion that people doing work in this field should find satisfaction good job and not in the prospect of being recognized.

President Stiglich commented that it was more the question of the Commission being able to acknov outstanding work, contributions or achievement by a youth here in the facility, or a community base provider, or an employee during their tenure or after that is recognized by this commission as going beyond the call of duty. This would be like when the Commission adjourns in honor of someone. Th just formalize it.

Comm Fetiēō continued his disagreement of formalizing this process, in favor of concentrating on d work that would further the Dept's services.

President Stiglich felt it would be a positive thing that would aid the work. Comm Rojas said that if Commission could play a part in giving some recognition to people who work hard for the kids, she i support of it.

Comm Rojas suggested moving the item to committee and having a discussion on that level first.

Chief Siffermann commented that he would welcome the opportunity to nominate candidates for commendation. He said that such recognition reinforces the values manifested by those being given recognition, if done in a thoughtful way.

Comm Queen seconded Comm Rojas's suggestion, and have the executive secretary come up with so versions of the certificate for review by the Commission.

There was no objection to this, so it will be moved to the next commission mtg.

Comm Beijen emphasized that his language noted that the commendations would only be for outsta work. He further said that if we could list the types of things (criteria) that are commendable, then t should become part of the expected job specs. He was more interested in acknowledging actions an performance that were unexpected, that stood out.

(public comments)

Garry Bieringer reflected on past practice by the Social Services Commission where they would start commission meetings with such commendations (many time of line workers). It was a very positive

Kenneth Brazil commented that commendations to CBOs could be very helpful in their attempts to s funding for their services. He also suggested that if the Commission were to vote on potential recipi they act on a simple majority rather than a unanimous basis.

Damone Hale noted that what Comm Fetiçō said was right, that this should not be just for doing you what Comm Queen also said was right, that it should be for actions above and beyond the call of dut too easily gotten lose their significance.

The Commission recessed for 10 mins at 7:00pm

8. (DISCUSSION/ACTION) Set date for a commission retreat
May 12, 2007 was offered and there were no objections.
(public comments)
There were none.

9. (DISCUSSION) Report on status of CBO contracts.
L. Holmes did not have any new information to report. Comm Fetiçō asked about the CMS databas Holmes said that he hasn't looked at the data yet. When all contractors have input their data report

look at it to see if they are meeting up with work plan targets. He said that the Dept is withholding
their grants until satisfactory achievement is confirmed.
(public comments)
There were none.

10. (DISCUSSION) Sunshine/Brown Act rules regarding e-mail correspondence.
Comm Ricci asked the Dep City Attorney for clarification on restrictions on communication among
via many means (including email). She read a section from the Good Government "bluebook" that
seriatim meetings. She said just as commissioners cannot meet with each other privately to discuss
commission/Dept, neither can they "discuss through emails" such matters. Matters cannot be discus
quorum of any committee or the commission outside of a public meeting venue.
President Stiglich said that this issue arises on more benign matters like scheduling a meeting. R. Ka
there are ways to do this without falling into a deliberation of the topic.
This item can be further discussed at the retreat.
(public comments)
Damone Hale said that any commissioner can talk to any other commissioner about anything on his
cannot reveal what each commissioner feels, to any other commissioner.
He suggested looking at the City Attorney's website for greater detail and clarification.

11. (DISCUSSION) Discussion for resolution regarding the Gang Injunction.
Comm Queen said he asked Damone Hale to come do an overview of the City's gang injunction, and
consider any action the Commission might take in that regards.
D. Hale said that such strategies have been around for 20 yrs and allows the prohibition of actions b
persons that are "nuisances". He was concerned about the inclusion of 9 yr olds as participants in th
Mob". He asked what programs the Dept has that address the kinds of activities that these individu
involved in.
Comm Queen asked the Chief if the Dept or he himself was involved in any discussion with the City
invoked this injunction. The Chief said he participated in these discussions.
Comm Queen recommended putting this before the Program Committee, and developing a policy st
the lines of what the Chief was talking about. He has contacts in the Western Addition and Mission
them to come to that meeting to further discuss it.
He commented that the African American Police Relations Board has dealt with this issue, and the C
had discussed the need to make sure there were funds in the Dept budget to deal with just such issu
President Stiglich felt that there appeared a couple of questions not necessarily the same. There has
the question of what resources youth have to keep them out of trouble (and what the Dept has been
that), but the gang injunction doesn't address this. If the injunction brings more youth to the Dept's
"nuisance" activities that are incompatible with positive probation, rehabilitation, then this could be
warning' system, rather than just the beginning of a "slippery slope" of detention. She said that it wa
adults, and another thing if one of "our" youth gets swept up in it. That should be an alert to the Dep
D. Hale commented that there are other ways to deal with the behaviors in the targeted area and tha
cooperation with community partners has been statistically more effective.
President Stiglich directed that this item go to the Programs Committee.
(public comments)
There were none.

12. (DISCUSSION/ACTION) Election of Officers
President Stiglich opened the floor to nominations for President.
Comm Fetiçō nominated Comm Queen for President. Comm Woodson 2nd.
Comm. Ricci nominated President Stiglich. Comm Beijen 2nd.
Upon roll call vote on Comm Queen's nomination, he was elected by a vote of 4-3 (Fetic
Rojas, Queen "yay", Ricci, Beijen, Stiglich nay.)
Nominations for Vice President were:
Comm Fetiçō nominated Comm Woodson, Comm Queen 2nd.
Comm Rojas nominated Comm Beijen, who declined.
Comm Ricci nominated Comm Rojas, Comm Beijen 2nd.

Upon roll call vote, Comm Woodson's nomination was defeated 3-4 (Fetico, Queen, Woodson "yay", Beijen, Riccci, Rojas, nay)
Upon roll call vote on Comm. Rojas's nomination, she was elected by a vote of 6-1 (Com
voting nay).
(public comments)
There were none.

13. (DISCUSSION) Committee reports, other reports
  - Program committee
    Comm Fetiçō recounted briefly the report from the Dir. of LCRS, and the Dir. of JH. on som
    achievements being made: students getting their GEDs, or graduating with a HS diploma, sc
    classes at College of San Mateo, and some program developments (carpentry, digital media,
    corps). (see full Prog Comm mtg minutes).

(public comments)
Vicki Rega, Turning Heads, mentioned a couple of things that were happening with their programs.
has been accepted to Asian Neighborhood Design, when he gets out, another decided to go on to city
former student will start an internship in digital media at SFSU. Another has gotten an award for hi
entrepreneurship and will go to New York City for an awards ceremony.

14. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Com
Damone Hale commented that he had a great time working on the hard issues with the Commission
to commend them for their work. He also commended Laura Azzolino for her work and presented a
for her.
He said he knew the Chief could do great things if given the chance, so he should stop answering to
draw the line, stop jumping through hoops because of Margaret Brodkins, or because the Mayor's O
Criminal Justice says to. The only ones who are going to challenge a Judge Hitchens or any of the ju
commissioners. He pointed out Comm Beijen's good work with youth outside of the commission an
him on that. He said the the Commission's job is not a volunteer job or part time, so they should tak
necessary to do the work. His greatest satisfaction has been giving to the job. He said he'd always b
the commissioners. He thanked everyone.

15. (DISCUSSION) Requests for future agenda items.
Already dealt with.

16. (ACTION) Meeting Adjournment at 8:04pm
Comm Stiglich announced that The Juvenile Justice Commission (Court appointed body) is acceptin
for membership. To receive an announcement and application interested parties should email Yolan
ymcbeitia@sftc.org or phone 415/753-7756, leaving a message with your name and address.
Comm Stiglich also announced that Log Cabin Ranch was scheduling a Family Day for March 25.
Comm Ricci acknowledged Damone Hale for his leadership on the Commission, and his focus on th
also her reason for being here.
Comm Queen, supporting the Chief's request, asked to adjourn the meeting

In memory of John McNerney, Juvenile Hall counselor,
for his work with youth and his positive influence upon his co-workers.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held off site at Ella Hill Hutch Community Center
1050 McAllister St. near Fillmore
San Francisco, CA 94115

DOCUMENTS DEPT

5:30 pm Wednesday April 11, 2007

AGENDA

1. (ACTION) Roll call, and welcome by George Smith, Exec Dir of the community center. District 5 Supervisor Ross Mirkarimi invited to make remarks.

2. (ACTION) Review and approval of January 25, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSIOIN) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

5. (DISCUSSION/ACTION) Update activities to reduce Juvenile Hall population vis a vis JDAI.
(Queen)
(public comments)

6. (DISCUSSION/ACTION) Establishing a protocol for awarding Juvenile Probation Commission Commendations.
(public comments)

7. (DISCUSSION/ACTION) Recommendations for specific spaces to be named in Juvenile Hall.
(Rojas)
(public comments)

8. (DISCUSSION) Report on status (progress/problems) of CBO services/programs.
(public comments)

9. (DISCUSSION) Discussion for resolution regarding the Gang Injunction. (Queen)
(public comments)

10. (DISCUSSION/ACTION) Setting Commission retreat date.
(public comments)

11. (DISCUSSION) Committee reports, other reports
    - Program committee
    - Facilities committee

    (public comments)

12. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

13. (DISCUSSION) Requests for future agenda items.

14. (ACTION) Adjournment

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March 26, 2007

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

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MINUTES OF APRIL 11, 2007 MEETING of the JUVENILE PROBATION COMMISSION
held off site at Ella Hill Hutch Community Center 1050 McAllister St. San Francisco, CA 94115

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call, and welcome by George Smith, Exec Dir of the community center. District 5 Supervisor Ross Mirkarimi invited to make remarks.**
President Queen called the meeting to order at 5:40pm. Comms. Fetiçõ, Woodson, Lingad Ricci were present at the gavel. Comm. Rojas and Stiglich arrived at 5:56pm and 6:51pm. respectively. Comm Beijen was excused. President Queen introduced Lecha Price who gave a warm welcome to the Commission and those in attendance. She explained that the Director, George Smith was unable to attend due to a Bd meeting being held elsewhere, but that they were grateful that the Commission brought the meeting to their community and they were honored to be the host site. Supervisor Mirkarimi was unable to attend.

2. (ACTION) Review and approval of March 14, 2007 meeting minutes
The minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSIOIN) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Daniel Landry, representative of the African American Community Police Relations Board, spoke about the Community Peace Plan that they believe builds a comprehensive strategy for increasing peaceful streets. He encouraged others to look at supporting it.
Dr. Abner Boles, CEO of Westside Community Services, thanked the commission and dept for bringing the meeting to the community. He supported the Plan referred to by Daniel Landry. He said a plan needs to have community ownership and a true partnership between the community and police. Violence response and district based planning are two direct areas his organization is committed to.
Shaquile Carpenter, street outreach worker spoke about his work with teens, and thanked the commission for coming to the community.
Comm Lingad Ricci asked what happened to the Chief's report on the agenda, and the Secretary apologized for the absence of the item.

5. (DISCUSSION/ACTION) Update activities to reduce Juvenile Hall population vis a vis JDAI.
The Chief concentrated on this for his report.
He presented this in the context of 8 core principles of the JDAI (collaboration, data driven, objective admission screening instruments, expediting case processing, continuum of detention alternatives, finding means of dealing with "special problem cases", rigorous review of the facilities, and overarching, looking at racial disparities.)
The Chief reviewed a document passed out to the Commission at the meeting, which gave a snapshot of the population in the hall, broken out into various subsets (document attached). Briefly it showed increases in admissions (over 20%) during the same timeframe of last year and this. Also increases in daily population and length of stays. Felonies have risen, and the percentage of African Americans in juvenile hall also increased.
Comm Lingad Ricci asked how CBOs are being evaluated as to their effectiveness. The Chief said they are short of staff to do this now.

(public comments)
A speaker from the SF Muslim Community Ctr asked about the "disparity" between murder and guns mentioned in the report. The Chief explained that that report only show one charge (the more "significant" one).
Mike Texata, case manager at SFGH, formerly with BAG, asked if these youth were repeat offenders. The Chief said that 70% had at least one prior contact. This would imply that the Dept didn't do a good job that first time to prevent a repeat.
James Bell, Exec Dir of W. Haywood Burns Institute, spoke about the impact of detention reform on juvenile hall numbers. The main focus of this reform is who is being brought to the front door, and who is being detained. The next level of inspection is how long do they stay. Regarding the Dept's data, he said he'd focus on the reform aspects and not on how to reduce numbers of African Americans in detention. If reform is done correctly one of the inescapable results will be a

reduction of their numbers Detention appropriately used would ensure that only high-risk individuals are kept, while others are taken care of in the community in appropriate programs.
The barrier to such reform has been the fleeting cooperation and lack of consensus among partners (probation, courts, DA, PD, community)
Comm Queen asked how other jurisdiction have dealt with this lack of consensus and what would he recommend to move the agenda here. Bell said that there are only two ways to get reform. External "heat" from the community, or internal "epiphany" –a partner of "power" who just makes it happen. Then they have to agree to do business differently. This has not happened in SF, not everyone is on the same page with wanting to do detention reform, nor wanting to do business differently
Minister Christopher Muhhamad said the Dept has an African American youth problem, a Latino youth problem and to a lesser extent an Asian Pacific Islander problem. He said that San Francisco has paid much lip service to the problem, but has not had the will to do something about it. He said that the African American Community Police Relations Board, 2 yrs ago visited and advocated for using LCRS and HVR as two preparatory/training sites for youth (they are under utilized now)
He spoke about the success of a private Hunters Point school that sends youth to college. He said that the community is not able to absorb all the youth and properly monitor them. The facilities the Dept has can be used for this. They proposed that to the Mayor then, but the City did not respond. He called for a task force of African American community folks who can advise the Commission and Chief Probation Officer on how to work with all ethnicities in the community. He said that the City tends to study problems to death. They did that with the Community Relations Board plan for community policing, rejecting it and going to some outside consultant to study the problem.
He felt that the City wasn't sincere in wanting to help African Americans.
Comm Lingad Ricci emphasized that our target is youth and not just one or another ethnic group.
Comm Fetiçõ commented that the Commission is responsible for the Dept's policies, but that everyone was responsible for the teaching of the youth in the community, through mentoring or good community services.

6. (DISCUSSION/ACTION) Establishing a protocol for awarding Juvenile Probation Commission Commendations.
Comm. Woodson presented a draft of a process that Comm Beijen produced. Comm Fetiçõ had an alternate proposal draft. Given the differences, Comm Woodson suggested the two be reviewed and a single proposal presented at the next full commission meeting.
Comm Rojas raised the idea that commendations could be named after certain people that would be given to people/orgs that reflected the qualities of the named commendation. Eg. the Cheyenne Bell award for exemplary community service. Comm Woodson asked Comm Rojas to submit her ideas in writing and she would see how they might be incorporated.
(public comments)
There were none.

7. (DISCUSSION/ACTION) Recommendations for specific spaces to be named in Juvenile Hall. Comm Rojas reviewed how this has been discussed in the past, and gave it to Comm Queen to update the most recent actions on that. Comm Queen summarized that after about two years of discussion he, the Chief, and some counselors in juvenile hall inspected spaces being considered for naming in honor of Cheyenne Bell and Liz Aragon. They agreed that the community room should be named for Cheyenne and another space (a central gathering area where staff come into the facility) for Liz.
Comm Rojas moved for naming the community room for Cheyenne Bell, Comm Fetiçõ 2nd. **Upon voice vote, the motion carried 7-0.**
Comm. Rojas moved for naming the reception space for Liz Aragon, Comm Fetiçõ 2nd. **Upon voice vote, the motion carried 7-0.**
(public comments)
Liz Jackson Simpson thanked the Commission for staying on top of this effort. She spoke warmly of Cheyenne's work and commitment to youth.
LaRita Hall also spoke in support of the motion.
Lonnie Holmes thanked the commission for advancing this.

8. (DISCUSSION) Report on status (progress/problems) of CBO services/programs.
Lonnie Holmes reviewed that they are in the process of preparing an RFP for certain intervention programs.
Comm Lingad Ricci asked for a report of the types of jobs the training programs are preparing our youth for. Holmes said that the current vocational programs are basically pre vocational prep and not specifically a job/profession skill based.
Comm Lingad Ricci wanted to have that report from the CBOs describing how they prepare youth for jobs. She mentioned a program she learned about from the Academy of Science, which was a job internship. Holmes said that only two CBOs specifically are dealing with job training (YCD, Northern Calif Service League).
This issue was referred to the Program Committee for follow up.
(public comments)
There were none

9 (DISCUSSION) Discussion for resolution regarding the Gang Injunction.
Comm Queen reviewed that the Chief had mentioned in a previous meeting that he (the Chief) had had conversations with those advancing the injunction, and wanted to keep alert on how it would impact the Dept's youth. Comm Queen asked if he had a written report on what has been done to ensure that. The Chief said that there were no measurable impacts on the youth under Dept supervision. He would keep abreast of whether future actions might widen the net to juveniles.
(public comments)
There were none

10 (DISCUSSION/ACTION) Setting Commission retreat date.
A tentative date of June 30 was chosen. A site will be determined.
(public comments)
There were none

11 (DISCUSSION) Committee reports, other reports
Program committee
Comm Woodson reported that she will be getting briefed on the status of programs soon and will begin to establish a calendar for the committee.
Facilities committee
Comm Rojas reported that the two topics covered were the naming of the spaces in JH, and the current status of repairs and improvement plans for LCRS. The Chief had mentioned he wanted the committee to consider using the old temporary admissions building as the site for CARC. Comm Queen asked for it to be referred to the Program Committee to also consider letting CBOs simultaneously operate at the site. A time was arranged for Comm Queen and Rojas to tour the site with the Chief.

(public comments)
There were none.

12. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
The Chief reported that he attended an event held by City Youth Now, in juvenile hall, where Michael Pritchard (a former counselor) and Robin Williams held an informal talk with the residents. He (chief) was very impressed with the reception they received from the residents.

13. (DISCUSSION) Requests for future agenda items.
There were none.

14. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 7:16pm

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MEETING of the JUVENILE PROBATION COMMISSION
To be held off site at Mission Neighborhood Center
352 Capp St.
San Francisco, CA 94110

10:25 a.m. msf
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5:30 pm Wednesday May 9, 2007

AGENDA

1. (ACTION) Roll call, and welcome by Santiago Ruiz, Exec Dir of the Mission Neighborhood Center.
   District 9 Supervisor Tom Ammiano invited to make remarks.

2. (ACTION) Review and approval of April 11, 2007 meeting minutes
   (public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
   (public comment)

5. (DISCUSSIOIN) Mayor's Deputy Chief of Staff/MOCJ working group-on-juvenile-justice members invited to address progress on strategies to reduce Juvenile Hall population vis a vis JDAI. (Queen)
   (public comments)

6. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
   (public comments)

7. (DISCUSSION/ACTION) Establishing a protocol for awarding Juvenile Probation Commission Commendations.
   (public comments)

8. (DISCUSSION) Report on progress/problems of CBO services/programs.
   (public comments)

9. (DISCUSSION) Committee reports, other reports
   - Program committee
   - Facilities committee
   - Finance committee

   (public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION) Requests for future agenda items.

12. (ACTION) Adjournment

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April 24, 2007

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MINUTES OF MAY 9, 2007 MEETING of the JUVENILE PROBATION COMMISSION
held off site at Mission Neighborhood Center 362 Capp St. San Francisco, CA 94110

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call, and welcome by Santiago Ruiz, Exec Dir of the Mission Neighborhood Center.**
The President called the meeting to order at 5:46pm. Comms Fetiçõ, Rojas, Woodson were present at the gavel. Comms. Beijen, Stiglich, Lingad Ricci were excused.
President Queen introduced Santiago Ruiz who welcomed the Commission and audience to the Neighborhood Center. He introduced the Center's staff and gave a brief background of the facility (which was the first group home in SF for unwed mothers), and some of the service activities they have (serving individuals from pre school age to seniors). He spoke a little about Carnival (which they have hosted for the last 4 yrs)
District 9 Supervisor Tom Ammiano invited to make remarks. President Queen stated that the Supervisor had a conflict in meetings but a staff may come later.

2. (ACTION) Review and approval of April 11, 2007 meeting minutes, Jan. 8, 2007 Finance Committee meeting minutes, and March 28, 2007 Program Committee meeting minutes.
The President tabled action on minutes of committee meetings and referred them back to committee for action. The minutes of April 11, were approved as written (4-0)
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Debra Valdivia, Program Coordinator of the Parenting Skills Program raised her objection to the Dept's apparent lack of commitment to the program, by not having a category for it in any current or future RFP, or without any indication that they (the Dept) will help the Parenting Program operators find a fit in the matrix of programs, so they can continue.. Ed Vasgerdsian, founder of the program, also expressed his outrage that a program of such note is not being supported by the Dept. (documents presented at the meeting are attached)
The Chief expressed his support of the concept of involving parents in the rehabilitation of the youth. He said he thought this group had found a place within the YGCIC, but will look into the issue.
President Queen asked if the Chief meant he supported the Parenting Skills Program and would find a way to keep it going. The Chief said yes. President Queen asked that this be reported back at the next commission meeting.
John Knox said that his understanding was that the YGCIC would only host the program for one year.
Mitchell Salazar commented that there appeared to be a reversion to probation officer based services as opposed to centering services in the communities. He said this was a reversal of what had been going on, institutionalizing community based, and collaborative services.
Joanne from the Bayview district urged the commission to bring more services to her neighborhood, which she says is lacking in resources for youth, especially in the upcoming summer months.
Tracy Brown, Mission Neighborhood Ctr, expressed concern for the overcrowding of juvenile hall, the overcharging of youth, the absence of police reports when admitting youth to juvenile hall, the lack of graduated sanctions or detention alternative programs for offenses. She said CBOs would

be happy to work with the Dept on developing some resources that can be utilized for this. She also asked that youth not be admitted unless accompanied by a police report (similar to the adult system).

4. (DISCUSSION) Chief's report. The Chief introduced two new POs (Vivian Green, Lorena Darez), who gave a brief introduction of themselves.
He reported that a committee has been established to further the protocols for naming spaces in juvenile hall, the next meeting being May 15.
He reported that they have been doing many things to assure the quality of life in juvenile hall vis-a-vis the increased numbers, and have put more administrative oversight on the day-to-day activities in the hall.
They have been discussing the issue with other partners (court, DA, PD, etc) to understand the impact of the situation, and the CBOs involved with detention alternative programs. Efforts are being made to intensively review and expedite cases. Encouragement is being given to police to cite and release, or refer to CARC rather than admitting to JH. (the full written report is attached)
Comm Fetiçõ asked why these problems have not been resolved now, 2 yrs after coming here (having acknowledged the problem before), when the commission has indicated its concern for this early on. The Chief said that many things were out of his control. He's had to understand the level of work and training of the POs, the practices of the courts and officers, the reduced resources within the dept, and the lack of support for JDAI, that he was led to believe existed here. The recent crisis in population has called forward the stakeholders to try and address it.
Comm Woodson asked if they had analyzed why there was a spike in crimes (eg robbery) by Afr/Am youth in the Bayview Hunters Point community. She asked if various scenarios were the cause, and the Chief echoed those as situations, which lead to over detention.
Comm Rojas asked how many of the youth brought to YGC are from crimes committed at schools. There was no definite number available at the meeting.
(public comment)
A rep from the Mission Neighborhood Center asked if there could be a private place in juvenile hall that confidential conversations could be held between detainees and service providers? There used to be. The Chief said he'd look into it.
Another speaker asked what is being done to get more alternative placement beds at culturally competent organizations. The Chief said there is a plan to deal with the closure of Walden House. As to needs of undocumented youth, the Dept cannot solve that problem by itself.
Denise Coleman, CARC, commented that there still is a disparity between charges and actual violations, which result in youth being detained in juvenile hall rather than being dealt with through CARC. Her other concern was about violations of probation which bring youth back into juvenile hall needlessly.
Another rep from Mission Neighborhood Center (MNC) was concerned about the practice of co-ed detention (having males and females in the same unit). The Chief said it is a staffing issue. He said it wont happen again.
Barbara Ross, DPO, expressed her concern over the aggressive and arbitrary charging of youth for crimes that are more serious than they really are. (eg. youth with bb guns charged with weapons violations. Whereas youth with brass knuckles are not detained). There are many younger youth being charged and held in juvenile hall.
Vanessa, MNC, spoke about the needs of kids who are long-term cases, and how they want to find more resources in the community to serve them. This includes the undocumented youth.
She also was unhappy about the attitudes of some court officers toward CBOs when they come to court.
Tenish Smith, a caseworker at MNC expressed disappointment that they have only gotten 11 referrals from the Dept for their program, this program year.
Claudia, coordinator of an ERC asked that a PO be assigned to the ERC again, as once was the case. The Chief said that this was part of the model that he had in Chicago and thought was going to be here.
Tracy Brown presented recommendations from the juvenile justice providers association that addressed the overcrowding issue at juvenile hall.
"House review" including participation from juvenile justice providers association.
Establishing procedures re: probation violations, alternative services
Utilizing shelters
Police overcharging
Refusing to intake youth without a police report
Arturo, Columbia Park Boys/Girls Club expressed disappointment that referrals from the Dept to their program have been few (14 out of 59).
The Chief said that he is looking toward the organizational development under the Zellerbach grant to restore this relationship, and will involve community in the planning for it.
He acknowledged the letter they sent him and said he has already instructed the probation services that any case supervision will include some utilization of community based services.
Damone Hale commented that much of the upswing in juvenile population is due to police overcharging and judges detaining. He said that the impression that MOCJ is spurring a "rebirth" of interest in JDAI is crap. He said that City Hall has always been at the table when JDAI was being developed here, and known what it takes to keep kids out of juvenile hall. But they don't have concrete evaluations of effectiveness in community programs, and judges have no confidence to send kids to them.

Abrahim, Inner City Youth, spoke in support of transitional housing and fixing LCRS.

Another speaker expressed his disappointment at all stakeholders for the continued failing of the system to keep numbers of youth out of detention. He spoke about the community peace plan that has many ideas that should be implemented, and has been discussing it in the Latino community to see how it can be adapted to their needs. He encouraged the Dept and Commission to explore it more intently.

5. (DISCUSSIOIN) Mayor's Deputy Chief of Staff/MOCJ working group-on-juvenile-justice members invited to address progress on strategies to reduce Juvenile Hall population vis-a-vis JDAI.
President Queen mentioned that the Mayor's Deputy Chief of Staff was unable to come in response to the Commission's invitation, but that maybe the Director of MOCJ would make the report in her stead. Lenore Anderson, MOCJ Director reviewed the recent work of a working group that is concentrating attention on juvenile justice matters. At a meeting last Wed this group brain stormed ideas that could be implemented to address the spike in juvenile hall numbers. She also referred to an executive directive from the mayor that also gave some guidelines to be implemented. (directive attached) She announced an upcoming meeting of the steering committee, and some of the actions being taken to expedite release of youth from juvenile hall.
Comm Fetiçõ asked if there were any appropriations attached to those orders. No.
President Queen was frustrated that what claimed to be happening now was what was claimed to have been done back in March. It didn't seem to have been a sincere effort made. He said that for even longer there have been other issues (eg. transitional housing) for which claims of getting solutions have been made, but until resources are put into them, they won't be done.
He further expressed his outrage that the Juvenile Probation Commission, the policy body over the Dept has not been consulted or brought to the table in these ongoing and new groups of "stakeholders". He said that in the same light it was also unacceptable that the Chair of the JPC Program Committee's request for a meeting with the DA has gone unanswered. He reminded people that it was the commission that wrote a letter to Julian Potter asking for an emergency meeting re. the juvenile hall population.
He went further to direct the Chief to put together a budget that reflected what the Dept needed to fully do the work needed, both internally and with community based organizations, for the Commission to review.
He expressed his unhappiness with the process to date and said that he hoped they would see to it that the commission is included in all future planning and discussions. And he would be appointing an ad hoc committee to help see that this is moved forward.
L. Anderson stated her understanding and said these were very similar to comments that were made at that Wed. meeting and said that she would try to provide leadership to accomplish that.
President Queen emphasized that these were grievous slights, for example, his email was answered with an automated reply of apology and not even a call back.
Comm Woodson echoed her disappointment in not having been given the chance to be a part of the decision making process.
She urged them to keep the commission in the loop.
(public comments)
Damone Hale said that the Commission adopted JDAI as the policy for the department. He said that the Charter does not include the Mayor's office in matters of making dept policy, which is the Commission's authority. He said that when he was President of the Commission there was an open dialog between the Mayor's office and the Commission. But now they are just trying to control this Dept.

6. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Much of the public comment from the community came during item #3 above.

7. (DISCUSSION/ACTION) Establishing a protocol for awarding Juvenile Probation Commission Commendations.
Comm Woodson briefly stated that the language in the second draft (given to commissioners tonight) is a synthesis of the various wording given to her from the last meeting.
President Queen asked to have this item carried back to committee and returned to the full commission at the next meeting.
(public comments)
There were none.

8. (DISCUSSION) Report on progress/problems of CBO services/programs.
The Chief commented that apparently Lonnie Holmes had to leave so there was no report available at this time.
(public comments)
There were none.

9. (DISCUSSION) Committee reports, other reports
   - Program committee
     Comm Woodson reported that she had been having individual meetings with staff in the Dept to get a fuller familiarity with the operations all around and will continue to set up meetings with other individuals to further gather information. She will then set up a program comm. mtg next month. She also has attended meetings with groups in the Western Addition to talk about service to at risk girls in the neighborhood.
     President Queen commended her on her efforts to date.

- Facilities committee

  Comm Rojas reported there was no meeting since the last report out, but will be setting up one.
- Finance committee

  Comm Fetiçō briefly reviewed what was discussed; reviewing the monthly financial statement on the Dept's operations, writing a letter to the Controller to attend to specific items for the Dept audit that was requested previously, and some potential staffing changes (eg. hiring of new POs). There was also a discussion of the Mayor's directive to set aside an additional 3% of the budget in case further reductions are necessary. He said that there is no support coming from the Mayor's office to deal with the problems the Dept has. More financial resources are needed, not less.

  The Chief asked President Queen for a clarification for what document he wanted prepared. This was cleared up.

  The next action would be through a special meeting of the full commission.

(public comments)
An audience member said that asking for another 3% reduction was an insult.
He wanted to know what impact another 3% would have on the budget.
He supported President Queen's request for a full budget.

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Before public comment was taken, President Queen asked all commissioners to submit times they are available in June for the retreat, given the problem with the original date chosen.
Comm Rojas asked if a meeting is possible during working hours.
The secretary will compile all input and see what potential dates are possible.
Vicki Rega commented that LCRS needed programs that were independent of the staffing changes there, so things aren't interrupted. She also reported that 3 graduates of LCRS and Turning Heads would be going to SFSU media program. Comm Fetiçō reviewed that there were 3 residents of LCRS who obtained their HS diplomas and not just a GED.
President Queen mentioned that Comm Rojas suggested that the Commission send flowers to Comm Beijen for his recuperation. All commissioners will share the cost.

11. (DISCUSSION) Requests for future agenda items.
There were none.

12. (ACTION) Adjournment
President Queen closed the meeting with the thought that hopefully this time there will be enough money put to addressing all the problems that have been plaguing the system all these years. There being no further business the meeting was adjourned at 8:24pm

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

8:25 a.m. usf
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NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION

To be held at City Hall, room 406
One Dr. Carlton B Goodlett Place
San Francisco, CA 94102

5:30 pm Wednesday May 16, 2007

AGENDA

1. (ACTION) Roll call,

2. (DISCUSSION) Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

3. (DISCUSSION/ACTION) Discuss action to approve submitting a Dept budget that ensures full staffing of all the Department facilities, divisions, programs, and support of effective community-based detention alternatives. (Queen)
   (public comments)

4. (ACTION) Adjournment

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May 10, 2007

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Biết Các Quyền Của Quý Vị Theo Sắc Lệnh Sunshine

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MINUTES OF MAY 16, 2007 SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall, room 406 One Dr. Carlton B Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call**
The President called the meeting to order at 5:41pm. Comms Fetico, Lingad Ricci, Woodson were present at the gavel. Comm Rojas arrived at 6:02pm Comms. Beijen and Stiglich were excused.

2. (DISCUSSION) Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

3. (DISCUSSION/ACTION) Discuss action to approve submitting a Dept budget that ensures full staffing of all the Department facilities, divisions, programs, and support of effective community-based detention alternatives.
President Queen reviewed that at the last meeting there was a discussion of the crises in overcrowding and the apparent inadequacy of the Dept's budget, which leads to outcroppings of problems. As a result, he and the commission asked the Chief to come up with a modification to the budget that better reflected what was needed to effectively address those problems.
The Chief presented the proposed modifications and went through each item briefly. (document attached). supplemental request (Word doc) Some highlights were increased support for community based services and transitional/shelter housing that would reduce the use of juvenile hall, more resources to prepare youth vocationally. The total amount came to just over $10 million.
Comm Fetico asked about the shelter/transitional housing item. The Chief said that the dept does not "own" any shelter beds, it contracts for them, and needs more to take up the loss of Walden House. Use of such beds could release 30-40 youth who otherwise sit in juvenile hall waiting placement.
Comm Ricci asked how many Tagalog speaking staff were in JH and LCRS. Ans. Only 1 in JH and none in LCRS.
(public comments)
Dr. Abner Boles, Westwide Community Services, commended the proposed budget, and said he felt it was a move toward implementing the community peace plan, given the emphasis on involving comprehensive community planning. He suggested the possibility of assuming the operation of Walden House, jointly with the community, for a much greater benefit.
He encouraged the Dept to continue calling the community to the table when planning future work. This involvement is critical.
Larry (YCD) commented on the decrepit shape of LCRS and the lack of supplies (personal toiletries, etc) that bring down the morale of those there. He also asked that ERCs be kept open til 9pm. He said transitional housing was necessary for those coming out of the system back to the community.
Mitchell Salazar, Mission Neighborhood Centers, supported the community programming aspect of the budget. He said that support for institutional activities and community activities should be equal.
Denise Coleman commented that there needs to be aftercare services for those leaving the Centers, with case management when they return to the communities.
As to the bridging the dept and communities, she didn't know if this could be done structurally or "internally".
Comm Woodson asked about the recommendation for moving CARC to the old intake building on YGC site. Coleman said their relationship with the youth was based greatly on their distance from YGC.
The Chief commented that one vision he had for youth coming out of the ERCs is to have them come back as 'mentors' to other youth.

Comm Lingad Ricci spoke of her support and commitment to LCR. She also offered to make a motion for the approval of the budget.
Comm Fetico asked about training of staff. The Chief said there is already a line item for training in the main body of the budget that includes some funds from the Zellerbach Foundation grant.
The President accepted Comm. Lingad Ricci's motion, 2nd by Comm Rojas.
Upon roll call vote, the motion carried 5-0.
The President commented that he felt positive the Commission asked the Chief to put this budget together, and now hopes the Mayor and city will step forward with the will to help the Dept deal with the problems. He said he would draft a letter to send along with the budget to the Mayor and Bd of Supervisors to support the budget.
Finally he said he hoped there could be more dialog on how to utilize that space referred to for CARC, so that community could provide services from it.
Comm Lingad Ricci said she appreciated the Chief's efforts to work through all the things that are going on in and outside of the Dept, and acknowledged that there have been many gains in the past 5 yrs, before he arrived, as well as many negative developments.

4. (ACTION) Adjournment
There being no further business, the meeting was adjourned at 6:19pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at Refuge Ministries
1025 Howard St. (at 6th St.)
San Francisco, CA 94103

5:30 pm Wednesday June 13, 2007

2:35 pm. mst
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AGENDA

1. (ACTION) Roll call, and welcome by , Exec Dir of the.
   District 6 Supervisor Chris Daly invited to make remarks.

2. (ACTION) Review and approval of May 9 & 16, 2007 meeting minutes
   (public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
   Update on parenting skills program
   (public comment)

5. (DISCUSSION) Establishing a protocol for awarding Juvenile Probation Commission commendations.
   (public comments)

6. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
   (public comments)

7. (DISCUSSION/ACTION) Report on progress/problems of CBO services/programs, RFP process.
   (public comments)

8. (DISCUSSION) Committee reports, other reports
   (public comments)

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

10. (DISCUSSION) Requests for future agenda items.

11. (ACTION) Adjournment

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May 29, 2007

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MINUTES OF JUNE 13, 2007 MEETING of the JUVENILE PROBATION COMMISSION
held at Refuge Ministries 1025 Howard St. (at 6th St.) San Francisco, CA 94103

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call, and welcome by a representative of the Refuge Ministries. The President called the meeting to order at 5:40pm Comms. Beijen, Rojas, Fetico, Woodson were present at the gavel. Comm. Lingad Ricci arrived at 6:00pm. Comm. Stiglich was excused.**
   President Queen introduced Rev. Toni Dunbar, who gave an introduction to the Center and its wide-ranging activities in the community. She extended a welcome to the Commission and their willingness to assist the commission in anyway they could. She also mentioned that she has stepped down from being the Chaplain for Juvenile Hall, and has set up the chaplaincy to now have 3. She introduced 3 young men who are participants in their evening reporting center program, who spoke positively about their experience in it. Rev. Dunbar commended the chief for implementing this program in SF.
   She also introduced Maggie Rivera, a behavioral therapist in "Royal" a therapy clinic, and Winston Smarts, the head teacher.

2. (ACTION) Review and approval of May 9 & 16, 2007 meeting minutes
   The minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.
4. (DISCUSSION) Chief's report.
   Update on parenting skills program
   He reported that this service area has been included in the recent RFP process so that it would continue into the new fiscal year. Since CBOs are now in competition for that contract, he felt it would be inappropriate to discuss one over another, until a final determination of the provider was made.
   Juvenile Hall population and actions addressing it since May 9.
   The Chief provided a report on the juvenile hall stats and explanations of the situation (attached).juvenile hall rpt (pdf)
   Briefly: trend is downward, with more expediting of case processing and use of CBO alternatives.
   Dispositions pending are going down, while pending placements is rising (directly related)
   The Dept is working with the Dept of Public Health to keep Walden House open. They will have 30 beds available for SF youth, to deal with substance abuse issues as well as mental health issues.
   On the issue of having a police report upon admission to juvenile hall, the Chief reported that they and the police are working on having a special report accompany youth who are brought to juvenile hall, to be completed before the youth is actually admitted into juvenile hall. They are also working to increase utilization of CARC.
   The Chief introduced John Knox who oversees the vocational/educational programs in JPD, described some of their accomplishments. (he gave a handout with summaries—attached to these minutes J Knox rpt (pdf).
   This year the Early Morning Studies Academy "graduated" 36 students with GEDs. The programs are going very well. They've gotten over 200 youth into jobs under the "New Directions" employment program (collaboration of DCYF, Rec & Park, JPD, MYEEP)
   What type of jobs: MYEEP is a job experience program in many types of jobs in the public sector. Another segment of students in schools can get jobs in the private sector.

Quest: who sets the curriculum standards for the program? Ans: the SFUSD doesn't deal with GED or GED prep. J. Knox said he put the curriculum together and works with the teachers (from the SFUSD) to organize how the program is to be run.
Quest: what is the relationship between J. Knox (JPD employee) and the program. Is this a non-profit running the program?
The "school" is collaboration between SFUSD and the Dept.
Quest: which funds pay the employees?
The schoolteacher is paid by the SFUSD, the Dept pays J. Knox, there is a counselor paid by the non-profit (YGCIC).
Comm. Beijen commended J. Knox for the positive work they have done. He recollected the high number of people who are murdered or in prison that do not have their HS diplomas or GEDs.
Quest: is there any follow up on the students afterward? Not extensive.
President Queen also complimented J. Knox for his work.
The Chief asked A. Magee to give an update on the result of the supplemental budget request submitted by the Dept. Of the $10.2 mil requested, $2.1 mil was recommended as follows:
$131K CBO contracts, $284K staffing, $500K LCR capital improvements, $130K YGC facilities upgrade.
President Queen said that this was unsatisfactory.
Magee said the Bd of Supervisors' hearing on this budget start next week.
President Queen asked if the Commission would authorize him to go to the budget meeting to advocate for the entire $10.2 mil budget.
Comm. Fetico recommended the President write a letter to the Budget Committee on this matter.
President Queen reviewed that this was done in the initial submission of the supplemental budget. He said that possibly CBOs also need to add their voice to this. Comm. Lingad Ricci also echoed this thought.
(public comment)
There was none.

5. (DISCUSSION) Establishing a protocol for awarding Juvenile Probation Commission commendations.
Comm. Beijen referred to the original draft language of the proposed resolution. There are two, the original and the revised version compiled by Comm. Woodson. Comm. Beijen emphasized that this commendation was only for performance above and beyond the call of duty, and should only be offered for such substantiated work. Comm. Woodson commented that the 2nd version is a synthesis of the original and subsequent input. It is a draft and can be modified. Comm. Lingad Ricci asked if this could be moved to the next meeting so that it can be reviewed in more depth. Comm. Beijen suggested it be resolved in the Program Committee and brought back to the full Commission for action.
(public comments)
There were none.

6. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
Kenneth Johnson from "This Sacred Space" spoke about his past experience in the justice system, and how he turned his life around. He does outreach to prisoners in San Quentin now. He offered to work with anyone who might need his help to save lives.
Maggie Rivera spoke in support of the Evening Reporting Centers and advocated for more. She hoped there could be more sharing of best practices among the existing centers now.

7. (DISCUSSION/ACTION) Report on progress/problems of CBO services/programs, RFP process.
L. Holmes introduced two interns (Nakeisha Thomas & Shellena Eskridge) from Tuskegee U., working with him, who took turns to review the one page memorandum on RFPs, Semi Annual Assessment, and contracts for FY 06-07 (attached to minutes). Quest: who are doing the reviews of the RFPs? Various people from different depts. L. Holmes said there were set criteria in the RFPs, and reviewers would use that to rank the proposals.
L. Holmes reported that all contracts were enforced and up to date on payment.
President Queen offered to send a thank you letter to the President of Tuskegee for having the interns here.
(public comments)
Rev. Dunbar asked if here would be any problems with the new contractors given the shortness of time between decision and approval and July 1 dateline. L. Holmes said as soon as individuals are notified they will be vendors in the new year, they can go on providing services. On faith, services will be provided, and once agreements are finalized they will be paid retroactively from July 1

8. (DISCUSSION) Committee reports, other reports
Comm. Woodson said that Programs would be meeting next week.
Comm. Fetico said that the Finance Committee would not meet this month due to the conflict with Bd of Supervisors budget hearings.
(public comments)
There were none.

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

10. (DISCUSSION) Requests for future agenda items.
There were none.

11. (ACTION) Adjournment
President Queen commented that at the last meeting they closed with the that that the Mayor and Bd of Supervisors would make a commitment to addressing the youth crises in the City, by supporting the Dept's budget. He wanted to close this meeting with the continuing commitment by the Commission to advocate that the $10 million request is fully funded.
Comm. Lingad Ricci asked also to close the meeting in honor of fallen soldiers from the Bay Area, and those still facing conflict, with prayers for their safe return.
There being no further business, the meeting was so adjourned at 7:00pm.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall rm 408
1 Dr. Carlton B Goodlett Place
San Francisco, CA 94102

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5:30 pm Wednesday July 11, 2007

AGENDA

1. (ACTION) Roll call

2. (ACTION) Review and approval of June 13, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
Update on juvenile hall population
Summary of Department of Juvenile Justice (DJJ) realignment plan.
(public comment)

5. (DISCUSSION/ACTION) Review and analyze the Dept's FY '07-'08 budget, and its $10 million supplemental request, vis-à-vis the Bd of Supervisors' Budget Analyst's recommendations and the City's refusal to approve it. Mayor Newsom, Board of Supervisors President Aaron Peskin, and Chair of the JDAI working group invited to explain their positions. (Queen)
(public comments)

6. (DISCUSSION/ACTION) Possible approval of Dept recommendations for CBO contracts.

Community Detention Supervision Services (Home Detention)	
- Mission Neighborhood Center	$260,000 *
Intake and Shelter Care for Status Offenders	
- Huckleberry Youth Programs	$444,975 *
Intensive Community Support Services for Young Women	
- Samoan Community Development Center	$40,000 *
Ombudsman	
- Omar Khalif	$50,000 *
Parenting Skills Training	
- Community Youth Center (CYC)	$60,000 *
Peer Counseling	
- Potrero Hill Neighborhood House, Inc.	$60,000 *
Short-term Shelter Care Services for Delinquent	
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Spiritual Services Coordination	
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- V.I.P Mentors	$80,000 *
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- Instituto Familiar de la Raza, Inc.	$80,000 *
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- Bayview Hunters Point Foundation	$80,000 *
- Potrero Hill Neighborhood House, Inc.	$80,000 *

- Brothers Against Guns	$80,000 *
- Samoan Community Development Center	$80,000 *

*The programs may qualify for a 2.8% cost of living increase as soon as the City & County of San Francisco's Budget is ratified
(public comments)

7. (DISCUSSION/ACTION) Possible approval of a special resolution and protocol for awarding Juvenile Probation Commission commendations, as adopted by the Program Committee.
(public comments)

8. (DISCUSSION) Committee reports, other reports
(public comments)

9. (DISCUSSION/ACTION) Request a joint meeting with the Police Commission to discuss mutual interests in public safety policies for the City. (Queen)
(public comments)

10. (DISCUSSION/ACTION) President Queen's letter to the Mayor regarding the Dept's supplemental request. (Beijen)
(public comments)

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

12. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

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July 5, 2007

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San Francisco CA 94102-4689 (415) 554-7724 (415) 554-5163 (fax) email: SOTF@Sfgov.org

Meeting Information

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MINUTES OF JULY 11, 2007 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall rm 408 1 Dr. Carlton B Goodlett Place San Francisco, CA 94102

1. **(ACTION) Roll call**
   The President called the meeting to order at 5:32pm. Comms Stiglich, Woodson, Beijen were present at the gavel. Comm Fetico arrived at 5:48pm. Comms Lingad Ricci and Rojas were excused.

2. (ACTION) Review and approval of June 13, 2007 meeting minutes
   Upon motion and second the minutes were approved as written.
   (public comments)
   There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
   There were none.

4. (DISCUSSION) Chief's report.
   Update on juvenile hall population
   The Chief provided a written report showing the effects of activities the Dept has implemented, leading to a reduction in the Juvenile Hall population. He pointed to the vast reduction in miscellaneous charges for detention (17% of total) to show that only those serious charges are being targeted for detention. Also the time awaiting disposition is being reduced, as well as number of bed days. There are 15 kids who make up 49% of the total bed days in JH, due to the severity of their cases. He believes the Dept has made much progress in this issue.
   Summary of Department of Juvenile Justice (DJJ) realignment plan.
   Allan Nance, ACPO, reviewed briefly the situation in the state and how it may affect the Dept. (see update attached). DJJ will be reducing numbers kept in CYA (DJJ) by returning-violent offenders (non 707b) to counties of reference. Some funds will be available to support this, possibly $117K per ward per year.
   This would demand developing plans to deal with these returnees. There is an interest in a regional approach to dealing with this. As of Jan. 07 SF had 20 youth in DJJ, but if they return they won't be juveniles so there's the question of whose responsibility to supervise (JPD or Adult Probation).
   President Queen commented that in light of that situation it seems to him that the Dept's request for added funds becomes even more urgent, and he urged the chief to keep the Commission informed on the development and implications to the dept.
   (public comment)
   There were none.

5. (DISCUSSION/ACTION) Review and analyze the Dept's FY '07-'08 budget, and its $10 million supplemental request, vis-à-vis the Bd of Supervisors' Budget Analyst's recommendations and the City's refusal to approve it. Mayor Newsom, Board of Supervisors President Aaron Peskin, and Chair of the JDAI working group invited to explain their positions.
   There were no representatives from the Mayor's office, the Bd of Supervisors, or MOCJ present. President Queen stated that it was unconscionable that the city refused to approve this budget, given the crisis of at-risk youth in the City. Comm Fetico commented that he felt the community agencies needed to be more involved in this, otherwise the City may not pay much attention since those youth affected are from certain zip codes.
   He also said that as the Dept's budget goes up he doesn't see the reforms that make it work better, or serve young people more responsibly. (He mentioned the Bd of Supervisors castigating the Dept for an underhanded hiring practice as an example of not being accountable). He said that many of the problems are just repeats because they've never been addressed, and he felt the commission needed to put more pressure on the Chief and Dept to solve them.
   Comm Beijen disagreed that the Dept was not doing enough, at least as far as it concerned the juvenile hall population issue. He felt that the Dept has made much progress in dealing with the

processing of youth through juvenile hall, but acknowledged there were other conditions that were out of the Dept's control. President Queen commented that any comments about the Dept's deficiencies were not negative criticisms but should be looked at as constructive and a means to improvement. He further said that the larger question (political or otherwise) was why the Commission and Dept's request was rebuked. He felt the Commission should be bothered by that and be a greater advocate for what the Dept needs to function effectively .
(public comments)
There were none.

6. (DISCUSSION/ACTION) Possible approval of Dept recommendations for CBO contracts.

Community Detention Supervision Services (Home Detention)	
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*The programs may qualify for a 2.8% cost of living increase as soon as the City & County of San Francisco's Budget is ratified

Comm Stiglich moved to approve the recommendations. Comm Woodson 2nd. Comm Woodson thanked the Chief and L. Holmes for going over the document with her, and felt that it was a good selection. President Queen thanked the Program Division for the work done to get it here. There being no public comment, a voice vote was taken and the recommendations were approved 5-0.
(public comments)
None.

7. (DISCUSSION/ACTION) Possible approval of a special resolution and protocol for awarding Juvenile Probation Commission commendations, as adopted by the Program Committee.
Comm Woodson reviewed that this was a revised version from the last full Commission meeting. It was agreed upon in Programs Comm, passing 3-0. He moved to approve it, 2nd by Comm Woodson. There were no public comments. Upon voice vote, the measure was approved 5-0.
(public comments)
none.

8. (DISCUSSION) Committee reports, other reports
Program Committee: Comm Woodson reviewed some of the topics covered, especially the presentation by The Beat Within, and highly commended them on their work. She also reported that she attended the JDAI working group mtg at MOCJ, and while there is a lot of good hearted talking and planning, there is still no concrete feeling that financial resources are available to do any of those things. She brought up the question of the Dept's supplemental request going unsupported, but didn't feel there was much response from the group on this. She will continue to attend and keep abreast of the progress.
Finance Committee: Comm Fetico reported that they will be meeting tomorrow.
(public comments)
There were none.

9. (DISCUSSION/ACTION) Request a joint meeting with the Police Commission to discuss mutual interests in public safety policies for the City.
President Queen commented that this Commission and the Police Commission have similar interest in public safety issues and in a discussion with their president, Comm Sparks expressed interested in doing this. He wanted this commission to give him the go ahead to further plan such a meeting.
Comm Beijen wanted to know what specific issues the Police Commission would have that would further the Commission's mission of taking care of the Juvenile Probation Dept.
President Queen mentioned some of the areas that the police impact our dept, eg. the arrest and booking of youth into juvenile hall. He said that there are discussions happening on the dept level but not on a policy level, and Comm Sparks felt that such a discussion would be useful.
Comm Woodson suggested that Comm Queen come up with a draft of possible talking points for further distillation before going to the Police Commission. Comm Queen said that perhaps he

could give that to the Programs Comm. Comm Beijen said that should then be brought back to the full commission before going forward with the Police Commission as to setting an agenda. He wanted to note that they need to be careful to stay focused on a policy level and within their area of responsibility over the dept.
(public comments)
Damone Hale expressed surprise that there was seemingly hesitation on the commission's part to proceed. He felt there needs to be a policy level discussion between the two commissions so that better practices may result.
Abraham Williams expressed his disappointment in the City's response to the needs of youth, and asked the Commission if there was anything he could do to help the situation.
Comm Fetico commented that more public participation at the meetings was essential.
Greg Gordon, PO, commended Allan Nance, Dennis Doyle and Nancy Yalon for their leadership. He said they had been wrongly targeted for problems in the Dept. He also commended Toni Powell for her work at LCR.

10. (DISCUSSION/ACTION) President Queen's letter to the Mayor regarding the Dept's supplemental request.
Comm Beijen brought this up because he felt the letter, going out on Commission letterhead should reflect the position and opinions of the Commission, but did not feel there was an affirmative decision made nor consensus on the language in the letter. He felt some of the comments were of a personal nature, and wanted to clear up the protocol for such communications in the future, including a vote taken by the commission before a letter is sent out on letterhead.
Comm Fetico said that there was a discussion and decision about sending a letter to go along with the budget request, and he saw a copy of a letter to which he made comments (to be more brash) so that some of his feelings were included in that letter. Comm Woodson was questioned about the letter at the JDAI mtg, regarding had the commission voted on it, who was really speaking and why it was on letterhead. So there were questions about how it had come about and had the commission as a whole ratified it. She said there was no debate that the commission was all on the same page as to the need for the funds, but needed to have a process where the language on any position can be voted on so that everyone can support it as written.
Rebecca Katz said that generally speaking, the President can speak for the Commission but that the commission has to move to have the action taken. Individual commissioners may speak as individuals, but when personal positions are being expressed, they need to be clearly differentiated from Commission positions.
As to letters, either a letter (language) can be brought to the Commission for approval or the general content of a letter can be approved by the Commission and allow the President to send such letter out.
President Queen commented that it was unfortunate that Comm. Woodson was asked to address the origin of the letter (when it was brought up at the MOCJ-JDAI meeting), but was amazed that the issue they were more concerned with was who wrote the letter rather than the need for the funds, which he felt missed the point.
(public comments)
There were none.

11. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Damone Hale announced a press conference on the gang injunction, tomorrow at 400 McAllister St. He felt the Commission should be engaged in the conversation.
Another person announced the Mayor's Gift for Guns program July 28, where they hope people will turn in guns in exchange for gift cards. He asked if the Commission wanted to sign on as a co-sponsor. President Queen said there would be no time for the Commission to act on this so if individual commissioners wanted to add their names, they could do so individually.

12. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment
Comm Fetico asked to have the Controller's audit of the Dept to be included.
President Queen asked to adjourn the meeting in honor of Dr. Andre Campbell, a trauma surgeon at SFGH for his work with many of the youth who come through this dept.
There being no further business, the meeting was so adjourned at 6:35pm

In honor of
Dr. Andre Campbell

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at Potrero Hill Neighborhood House
953 De Haro St.
San Francisco, CA 94107

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5:30 pm Wednesday August 8, 2007

Part of this meeting will be held in Closed Session

AGENDA

1. (ACTION) Roll call, and welcome by Edward Hatter, Exec Dir of the Potrero Hill Neighborhood Center. District 10 Supervisor Sophie Maxwell invited to make remarks.

2. (ACTION) Review and approval of July 11, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
Update on DJJ realignment
Update on Controller's audit of Dept. (Magee)
Update on status of the Dept's budget (vis-à-vis supplemental requests) (Queen)
(public comment)

5. (DISCUSSION/ACTION) Public Comment on all matters pertaining to Closed Session.

Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10)
(ACTION ITEM)

Closed Session
Pursuant to Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1):

CONFERENCE WITH LEGAL COUNSEL
Marie Doe v. CCSF, United States District Court No. C-04-4914 MJJ

Reconvene in Open Session
Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a))
(ACTION ITEM)

(public comments)

6. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

7. (DISCUSSION) Recent developments around the gang injunctions. (Queen)
(public comments)

8. (DISCUSSION) Committee reports, other reports
(public comments)

9. (DISCUSSION/ACTION) Possible talking points for an agenda with the Police Commission to discuss mutual interests in public safety policies for the City. (Queen)
(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

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July 24, 2007

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MINUTES OF AUGUST 8, 2007 MEETING of the JUVENILE PROBATION COMMISSION
held at Potrero Hill Neighborhood House 953 De Haro St. San Francisco, CA 94107

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call, and welcome by Edward Hatter, Exec Dir of the Potrero Hill Neighborhood Center. District 10 Supervisor Sophie Maxwell invited to make remarks.**
The President called the meeting to order at 5:35pm. Comm Stiglich, Woodson, Beijen were present at the gavel. Comm Fetico arrived at 5:41pm. Comms Rojas, Lingad Ricci were excused.
Comm Queen introduced Sharon Johnson, Youth Program Director of Potrero Hill Neighborhood House, who gave a brief introduction to the agency. Then Supervisor Maxwell gave a warm welcome to the Commission and audience, and thanked the commission and dept for their work and commitment to the at-risk youth of the city.

2. (ACTION) Review and approval of July 11, 2007 meeting minutes
Upon motion and second, the minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
None.

4. (DISCUSSION) Chief's report.
The Chief reported that there were 102 in juvenile hall this day, representing their continuing effort to keep only those needing detention in JH. The Dept is bringing on 5 new POs, and they just appointed 4 permanent Supervising POs.
Update on DJJ realignment:
There was nothing new to report as this is tied up with the stalled state budget process.
Update on Controller's audit of Dept.
A. Magee reported that the Controller's office has done a ranking of city depts. in order of most need for their auditing services. The Probation Dept is in the middle, so it doesn't appear that they will allocate funds/time to do this Dept this year. She said that the year-end review of the Dept's operations where random sampling of transactions/processes are looked at, has been done and she can give a copy of the results to the Commission if they want.
Update on status of the Dept's budget (vis-à-vis supplemental requests)
Comm Queen asked what the status of this was, and both A. Magee and the Chief said that since the City's budget has just been passed, any further considerations for change/additions would require another supplemental request and they weren't sure how that would be viewed by the City. Comm Queen wanted this discussion to be continued in the Finance Committee but also said that he'd be thinking further of strategies to get this supplemental request fully funded.
(public comment)
There were none.

5. (DISCUSSION/ACTION) Public Comment on all matters pertaining to Closed Session.
There were none.
Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)
Comm Beijen moved, Comm Stiglich 2nd. Motion carried 5-0.
Closed Session

Pursuant to Government Code Section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1):

CONFERENCE WITH LEGAL COUNSEL
Marie Doe v. CCSF, United States District Court No. C-04-4914 MJJ

Reconvene in Open Session
Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a))
(ACTION ITEM)
Comm Beijen moved, Comm Stiglich 2nd, to not disclose any discussion held in closed session. Motion carried 5-0.
(public comments)
There were none.

6. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
J. Yanez (IFRSF), encouraged the Commission and Dept to make sure there is community input when it comes to programs and funding. He also emphasized the continued need for programs and services for immigrant, undocumented, non-English-speaking youth.

7. (DISCUSSION) Recent developments around the gang injunctions.
Comm. Queen asked for public comments regarding this topic, noting that it is now being widened to other communities.
(public comments)
Roberto Gonzalez of Carecen, commented that there needs to be more community agencies' input given to the issue of the gang injunction. He said the injunction will affect more than just those stated neighborhoods in the injunction. He asked if the Commission could see to it that more communities are given access to those making the decisions on it.
Comm Beijen commented that the Commission doesn't have any authority over making a gang injunction, and as it affects adults, the Commission is further removed from that concern.
Comm Queen said that while the injunction is for adults it does affect families and children of those impacted. He wanted this topic to be discussed in the Program Committee to see whether there might be reason for the Commission to take a position on it.

8. (DISCUSSION) Committee reports, other reports
Comm Woodson noted that the MOCJ group on JDAI will be in recess till end of Sept. The Program Committee will be looking at the semi annual assessments of CBO contracts, and initiating the discussion on the gang initiative at the next meeting. She pointed out the Beat Within magazine, which we will try to have at commission meetings, and asked people to look it over, noting its value to gaining an understanding of how youth in the system felt.
She reported the Ad Hoc committee met yesterday and made good progress on setting up the criteria and process for doing the performance evaluations for the Chief and Secretary. The final plan/review will be in place by Jan. 1, 2008. She said that the community is invited to give input on the criteria, the next meeting being Sept. 25.
Comm Fetico said that the Finance Committee is looking more closely at various processes in the Dept, looking for continued ways to improve the efficiency behind use of financial and dept resources (eg. city cars, cell phones, utilities). He said he wanted to get the Dept to the point where others will have the confidence that it knows how best to use their funds.
Comm Queen asked the Chief if he had any ideas for how to promote the discussion for more funds. He didn't.
(public comments)
there were none.

9. (DISCUSSION/ACTION) Possible talking points for an agenda with the Police Commission to discuss mutual interests in public safety policies for the City.
Comm Queen said that this has not progressed any further, the Police Commission hasn't agendized it for themselves, so this will be tabled until further progress is made.
(public comments)
there were none.

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
Greg Gordon, PO, expressed his concern that 2 Blacks and 1 Latino probation officers scored highest in the recent promotion to Supervising PO, but did not get the appointment. He felt this was unfair.

11. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment
Comm Queen asked the commission to look at a possible date to have the commission's retreat, on the 2nd or 3rd week of Sept. This will be worked out.
Comm Beijen asked the Finance Committee to look into what funds and accounts the Commission has. Where did the funds come from. For what purposes. How did YGCIC have authorization to hold these funds. Do the funds earn interest. Does the Controller know about these funds. What protocols are there for disbursing those funds, and should these funds be included in the requested audit.

There being no further business, at 6:35pm
The Chief asked to adjourn the meeting

in honor of his newest grandchild,
John (Jack) Morrissey Siffermann

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MONTHLY MEETING and SPECIAL RETREAT of the JUVENILE PROBATION COMMISSION
To be held at Youth Guidance Center conference room
375 Woodside Ave San Francisco, CA 94127

5:30 pm Tuesday September 11, 2007

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AGENDA

1. (ACTION) Roll call

2. (ACTION) Review and approval of August 8, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
Update on DJJ realignment
Juvenile Hall Population Update/Analysis
Log Cabin Ranch Programming Update
(public comment)

5. (DISCUSSION/ACTION) Committee reports, other reports
Consider action on any recommendations that might come from the Program Comm. regarding policies/positions on the gang injunction, and services for transient and undocumented youth.
(public comments)

6. (DISCUSSION/ACTION) Retreat portion of meeting to cover the following:
    - review of points from previous retreat
    - commission protocols: roles/responsibilities of commissioners, relationships among committees
    - development and implementation of commission policies
    - overall goals/objectives for commission in 2007-08.

   (public comments)

7. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

8. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

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CITY AND COUNTY OF SAN FRANCISCO
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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MONTHLY MEETING and SPECIAL RETREAT of the JUVENILE PROBATION COMMISSION

To be held at Youth Guidance Center conference room
375 Woodside Ave San Francisco, CA 94127

5:30 pm Tuesday September 11, 2007

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AGENDA

1. (ACTION) Roll call

2. (ACTION) Review and approval of August 8, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
Update on DJJ realignment
Juvenile Hall Population Update/Analysis
Log Cabin Ranch Programming Update
(public comment)

5. (DISCUSSION/ACTION) Committee reports, other reports
Consider action on any recommendations that might come from the Program Comm. regarding policies/positions on the gang injunction, and services for transient and undocumented youth.
Consider action on funds used by the Commission and/or any recommendations that might come from the Finance Comm regarding them.
(public comments)

6. Public Comment on all matters pertaining to Closed Session.

   Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)

   Pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b): (DISCUSSION & POSSIBLE ACTION)
   PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Juvenile Probation Commission Secretary

   (Reconvene to Open Session)

   Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)

7. (DISCUSSION/ACTION) Retreat portion of meeting to cover the following:
   - review of points from previous retreat

- commission protocols: roles/responsibilities of commissioners, relationships among committees
- development and implementation of commission policies
- overall goals/objectives for commission in 2007-08.

(public comments)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

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MINUTES OF SEPTEMBER 11, 2007 MEETING and SPECIAL RETREAT of the JUVENILE PROBATION COMMISSION held at Youth Guidance Center conference room 375 Woodside Ave San Francisco, CA 94127

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call**
The President called the meeting to order at 5:34pm Comms. Beijen, Fetico, Rojas were present at the gavel. Comm Stiglich arrived at 5:50pm Comms Lingad Ricci and Woodson were excused.

2. (ACTION) Review and approval of August 8, 2007 meeting minutes
Upon motion and second, the minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief's report.
Update on DJJ realignment
The Chief reported that there was no major development or clarification yet available, but the chief probation officer association was keeping a weekly discussion going on it. SF has only 2 youth in CYA that would be released under the realignment, and the courts would have an opportunity to "weigh in" on this, but to date there has not been anything communicated to the courts about this. The Dept is setting up a meeting with Judge Hitchens to discuss these two. There is an issue with the ages of those returning, as many of them will be adults. Who will supervise them?
There was a question about hidden Valley Ranch, which brought up the issue of water usage/conservation for the area around LCRS and HVR. President Queen asked the chief if he could make available to the commission copies of the report from that "blue ribbon committee" on LCRS, so they could review what was discussed therein.
Juvenile Hall Population Update/Analysis
The Chief passed out charts (attached) that showed comparisons between populations of Aug 07 and a year ago. There is an issue with time spent in JH while awaiting adjudication. There are going to be 23 who have been in JH over 100 days. Most of these, facing 707b, are represented by private counsel.
Quest. Are the mental health issues of the youth being attended to? Yes.
Log Cabin Ranch Programming Update
Toni Powell, Dir., gave a brief update on programming that was in place. (attached)
A new class has been added (weekend construction) by Turning Heads, in addition to the DPW construction class. The one operated by DPW is certificated that allows successful 'graduates' to go into internships with DPW afterward. The youth have been able to do minor repairs around the ranch.
(public comment)
Gus Amador, Turning Heads instructor, asked the Commission if there was anyway to increase the amount of time he has with the youth, as they seem very excited about the class. His limited contact with the students doesn't allow him to teach as much as they need (there is a lot of basics they need). He asked if it could be incorporated into the SFUSD week day programs.
The Chief said this needs further discussion.
President Queen referred this to the Program Comm and asked Mr Amador to give some information to that committee so they can discuss the issue and bring it back to the full commission.

Comm Beijen asked if the math portion of this class could be integrated with the SFUSD math courses.

5. (DISCUSSION/ACTION) Committee reports, other reports
Consider action on any recommendations that might come from the Program Comm. regarding policies/positions on the gang injunction, and services for transient and undocumented youth.
Comm Fetico reported that the Finance Comm has not been able to hold a meeting on two previous attempts.
Comm Beijen reported for Comm Woodson (Chair, Program). He mentioned having a discussion on the self assessment instrument for CBO contracts and that this will be continued the next meeting. There was a report from one CBO, Young Community Developers, on what they were doing. The issue of services for transient and immigrant youth was looked at, as well as what potential impact the gang injunction might have or be having on youth. Anecdotal information about improper contact with the police was presented, and the committee asked for documentation so that it could be discussed further at the next meeting.
Comm Rojas said the Facilities Comm has not met yet, but one will be set for October.
Quest: how is the work going on the girls' unit.
The Chief said that discussions were still ongoing with stakeholders. The main issue is staffing and how it will interface with community based orgs. There was a group from Chicago that came out here and a trip back to Chicago is planned for staff from this Dept (including a judge).
(public comments)
there were none.

6. Public Comment on all matters pertaining to Closed Session.
There were none.

Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM) Upon motion by Comm Fetico, 2nd Comm Stiglich, the Commission voted 5-0 to go into closed session.

Pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b): (DISCUSSION & POSSIBLE ACTION)
PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Juvenile Probation Commission Secretary

(Reconvene to Open Session) The Commission recovened at 6:50pm

Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM) Upon motion by Comm Stiglich, 2nd by Comm. Beijen, the Commissioned voted 5-0 not to disclose any discussion.

7. (DISCUSSION/ACTION) Retreat portion of meeting to cover the following:
The President asked to table this item until all commissioners could be present to hold the discussion.

review of points from previous retreat

commission protocols: roles/responsibilities of commissioners, relationships among committees

development and implementation of commission policies

overall goals/objectives for commission in 2007-08.

(public comments)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

9. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment
Comm Beijen asked that the meeting be adjourned in memory of all those who lost their lives at the hands of terrorists 6 years ago today, and also in memory of Alvester Ellis, who along with Denise Coleman was a founding supervising case manager of CARC.
There being no further business, the meeting was adjourned at 6:52pm

In memory of victims of the 9/11 terrorists attacks
***and in memory of* Alvester Ellis**

- JH population report JH report
- LCRS programming report LCR programming

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MONTHLY MEETING and SPECIAL RETREAT of the JUVENILE PROBATION COMMISSION
To be held at Visitacion Valley CDC
1099 Sunnydale Avenue
San Francisco, CA 94134

5:30 pm Tuesday October 10, 2007

09-25-07P02:44 RCVD

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AGENDA

1. (ACTION) Roll call
Welcome by Executive Director of the

2. (ACTION) Review and approval of September 11, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
(public comment)

5. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

6. (DISCUSSION/ACTION) Committee reports:
   - Finance
   - Ad Hoc

   (public comments)

7. Public Comment on all matters pertaining to Closed Session.

   Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)

   Pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b): (DISCUSSION & POSSIBLE ACTION)
   PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Juvenile Probation Commission Secretary

   (Reconvene to Open Session)

   Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

9. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

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Trách nhiệm của chính quyền là phục vụ quần chúng, làm các quyết định rành rành trước mắt quần chúng. Nhiệm vụ của các ủy ban, hội đồng, hội đồng hành chánh và các cơ quan khác của Thành Phố và Quận Hạt là để điều hành công việc của nhân dân. Sắc Lệnh Sunshine đảm bảo là các cuộc bàn cãi được điều hành trước nơi công cộng nhân dân được duyệt xét tự do các hoạt động của Thành Phố. Để biết thêm chi tiết về các quyền của quý vị theo Sắc Lệnh Sunshine (Chương 67 Bộ Luật Hành Chánh San Francisco) hay báo cáo một sự vi phạm sắc lệnh, xin liên lạc với cô Donna Hall bằng thư, điện thoại, đánh fax hay điện thư tới Đơn Vị Đặc Nhiệm Theo Sắc Lệnh Sunshine.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at Visitacion Valley Community Development Center
1099 Sunnydale Avenue
San Francisco, CA 94134

5:30 pm Wednesday October 10, 2007

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Part of this meeting will be held in closed session

AGENDA

1. (ACTION) Roll call
Welcome by Executive Director of the Visitacion Valley Community Development Corporation.

2. (ACTION) Review and approval of September 11, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
(public comment)

5. (DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)

6. (DISCUSSION/ACTION) Proposed statement in support of the SFUSD's resolution on Lennar Corporation's development in Bayview Hunter's Point. (Queen)
(public comments)

7. (DISCUSSION/ACTION) Committee reports:
    - Finance
    - Ad Hoc

(public comments)

8. Public Comment on all matters pertaining to Closed Session.

Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10)
(ACTION ITEM) (Stliglich)

Pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b): (DISCUSSION & POSSIBLE ACTION)
PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Juvenile Probation Commission Secretary

(Reconvene to Open Session)

Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)

9. (DISCUSSION/ACTION) Request from Commission Secretary for letter requesting Dept of Human Resources include him in the provision for exemplary pay, per labor agreement with Local 21. (Chan)
(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

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NOTICE OF OCTOBER 10, 2007 MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
held at Visitacion Valley Community Development Center 1099 Sunnydale Avenue San Francisco, CA 94134

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call**
The President called the meeting to order at 5:40pm. He welcomed the audience and asked the secretary to review what efforts were made to do community outreach for the meeting. A brief description of all outreach was given. Sharon Hewitt, Director of C.L.A.E.R. also gave an introduction to the building and what her organization does for the community and welcomed everyone.

2. (ACTION) Review and approval of September 11, 2007 meeting minutes
Corrections were pointed out (Comm Woodson excused from meeting, the completion of the adjourning statement in memory of victims of 9/11, and Alvester Ellis. With these, the minutes were approved.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief's report.
The Chief reported that the Dept would be exercising extra efforts to assure probationers not get involved in any activities during Halloween that would jeopardize their situation with the Dept.
Regarding the reorganization of the DJJ (implications of AB 191 and SB 81), he said they are still waiting details. They are expecting about 2 to be returned to SF when discharged from CYA. They will report more on this at a Program Comm. mtg. Comm Fetico asked that a report be also given to the Finance Comm.
President Queen asked the Chief to get a copy of the "Blue Ribbon Committee report on LCRS". He said he is looking for a final report.
(public comment)
There were none.

(DISCUSSION/ACTION) Presentation by community representatives on issues of community needs, and community-driven, district based planning strategies, with possible recommendations for future actions.
(public comments)
Roberto Gonzalez, CARECEN, asked the Commission to take a stand against the gang injunction due to its negative impact on the "dept youth" that are participating in their programs/services. Their organization and services operate within the area restricted by the injunction and this (along with threats from police) has deterred many from continuing to receive their services. He passed out a copy of the Justice Policy Institute report on the failures of similar gang injunctions elsewhere.
Jesus Yanez, Instituto, also asked the Commission to take a stand opposing the injunction. He related personal experiences where POs have discouraged dept youth from going into the "zone" and receiving services.
Joseph Robles, outreach coordinator, Mission CRN, also related the difficulty of getting youth to come for services within the "zone". He has personally been pulled over by police and told he cannot have more than 2 people in his car within the "zone".. His past contact with the legal system has also brought attention and potential threat of police action to him when he is in "the zone" doing his work.
Marie Harrison, BVHP, said that the injunction already in effect in the Bayview Hunters Point has not worked. But it has torn families apart.
President Queen referred this item back to the Program Comm for further discussion.

Com Fetico asked if anything could be done in the meantime. President Queen asked the Chief to comment on this. Comm Stiglich commented that it was not appropriate to discuss it here.

6. (DISCUSSION/ACTION) Proposed statement in support of the SFUSD's resolution on Lennar Corporation's development in Bayview Hunter's Point.
Comm Beijen commented that he felt this issue is not within the purview of the Commission, and that the Commission has no power to influence it. He said that he would not vote for any issue that does not help the kids of the Dept.
President Queen said that since the SFUSD did not have a representative at the meeting, he would not entertain any action on the issue, but would allow a couple of speakers Pro and Con on the topic.
(public comments)
Al Norman, BVHP, spoke in opposition to the SFUSD resolution. He said their responsibility is to help people get jobs. He didn't believe this issue should be before the Commission.
Marie Harrison, favored the resolution. She raised the issue of the health concerns that this project is causing. There is a question of the safety from toxics in the dust. They want an independent audit/testing of the dust and its impact. She felt that this issue was splitting the community. She asked the Commission to exercise a moral position on this.
Aurellious Walker, Pres African American Revitalization Consortium, passed out a leaflet that reported that there are no health risks arising from the dust. There is no toxic pollution in parcel A where the development is going on now. He asked the Commission to accept the scientific findings and oppose the school district's resolution.
Archbishop King said that there is no desire to stop people from working.
Dr Mitch Katz, Dir DPH, said there is no significant risks to people from the construction in parcel A. There were soil testings from city, state and federal authorities. He said that those symptoms of asthma or other respiratory illnesses do not find their origins in the dust. They are pre existing conditions just aggravated by dust. The level of other "dangerous" materials are very small. Asbestos is not a big problem. He said the fears being spread about children being affected are unfounded.
Eric Mar, SFUSD school board member, recounted that the school board heard many accounts of school staff and students in schools in the area, who complained of physical illness and other symptoms of illness from the construction dust. He questioned the level of monitoring claimed by those promoting the development and said the school board's resolution was not radical; it was just a call for an independent testing of kids and families of those who have had health impacts.
Comm Beijen commented again that this is not an item of business relevant to the Commission.
Comm Stiglich agreed with Comm. Beijen, but said that since people came out to speak on the issue, she thought everyone should be heard.
Donny ( ) a man from ABU, spoke against the SFUSD resolution. He commented that the muslims were out for themselves.
Angelo King, questioned why Lennar was being targeted. He said there is no health risks from the project.
A woman spoke against the resolution.
A woman said there was no direct relation between the asthma and bloody noses and the project. She was against the resolution.
A man spoke against the muslims
Marcellus Prentiss, YCD Dir of construction talked about the training they give to the workers who do the work so that they can protect against hazardous conditions. They've put 80-90 people into remediation work, 6 project engineers.
Pastor Joesiah Bell spoke in opposition to the resolution, and the muslims.
Jeffrey Windham, one of the dust monitors at the project, opposed the resolution. He described some of the training he received in hazardous waste. He said the community needed more education on this issue because there is misinformation out there.
Franklin from Double Rock, spoke in opposition to the resolution and asked that more support be given to making jobs available.
Comm Lingad Ricci asked if this agenda was sent to the City Attorney for review before posting. She said that in the past, just to protect themselves so they "don't look like fools in public", items such as this should be sent to the City Attorney to be reviewed. She said she thinks it's the position of the President to make sure agendas are sent to the City Attorney for approval so that the Commission doesn't "go across the line". She moved to have the item removed from the agenda.
Comm Stiglich 2nd.
President Queen commented that the board of education took serious consideration of testimony and that is why they passed the resolution asking for the health testing of kids and families in the area. These are the same kids that may become involved in this dept, so that is why he asked it to be placed on the agenda, to support the recommendation for testing. If the Commission doesn't wish to consider it, then they can so vote.
Comm Fetico stated that he was very grateful that all the public came to speak up at the commission meeting, related to this issue. He said that such community involvement is essential to get effective policies that impact kids made. He encouraged their continued attendance.
Comm Woodson also echoed her appreciation for their presence and their advocacy for their community.
The motion to remove the item from the agenda was called. Upon roll call vote, the motion carried 5-1, with President Queen opposing.

7. (DISCUSSION/ACTION) Committee reports:

Finance
Ad Hoc

Comm Fetico reported that some of the items talked about were: upcoming budget planning for 08-09. He said M. Lui said the Dept would wait til they get budget directives from the mayor. This process should be started early and they will see what the dept does by the next finance comm. mtg. The current finances were looked at and there is still some concern for use of OT/WC, use of cars, cell phones. Additional hirings at LCRS will strengthen their ability to work with those residents, and reduce OT. A. Magee said that 3 hires will be added but that will be at a later date. All new hires in this budget year are budgeted at 75% FTE so they can't be hired till after Oct. 1. President Queen asked about the progress of staffing the community projects division. The Chief said 2 have been interviewed but there are some issues the dept has to deal with before they can make a selection. That would occur before the first of the year.

Comm Woodson reported on the progress made; deciding on the forms to use for both evaluations (Chief, Secretary) and agreement on the criteria of the evaluation, for both. There was a short discussion regarding the scope of the Ad Hoc's responsibility. It was brought up that in the past, performance reviews were done by the full commission (as the personnel committee), and that approval of forms and criteria were done as a full body. Comm Beijen said he thought the Ad Hoc committee would be bringing back their recommendations for the full commission to approve. Comm Lingad Ricci said that the City Attorney should be present at the evaluation.

Comm Woodson said that if the other members wanted to see the forms that were chosen, she could easily make those available. As for criteria for evauation, the request was made of the other commissioners to give any input on the criteria chosen, but none was received.

Comm Stiglich said she thought the Ad Hoc was supposed to finalize a format to use and bring it back for approval.

R. Katz was asked if there was an "established" protocol. She said that she thought the past practice of the commission has been to send a committee off with a task to come up with recommendations, whether it was commendations or what the format would look like, come back to the full commission and say this is what the committee came up with and would like the commission's approval. Her understanding is that this is a question about procedure and not about duties or tasks. If the committee is to be tasked with the full evaluation then the full commission should vote this.

The Chief said that he thought he would have the opportunity to address the question of format with the Ad Hoc Committee. He hopes this can still happen before the issue goes before the full commission.

There was a question of whether responding to requests (from the secretary) for input (in this case, on the evaluation criteria) was a violation of "sunshine". R. Katz said that if individuals responded without making those thoughts available to other individual commissioners, and that all such input would be brought out in public discussion during a meeting, that would suffice.

(public comments)
There were none.

8. Public Comment on all matters pertaining to Closed Session.
There were none.
Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10)
Comm. Stiglich moved, Comm Lingad Ricci 2nd.

(ACTION ITEM)
Pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10 (b): (DISCUSSION & POSSIBLE ACTION)
PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Juvenile Probation Commission Secretary

(Reconvene to Open Session)

Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM) Comm . Stiglich moved, Comm Beijen 2nd to not disclose any part of the discussion. Upon voice vote, the motion carried 6-0.

9. (DISCUSSION/ACTION) Request from Commission Secretary for letter requesting Dept of Human Resources include him in the provision for exemplary pay, per labor agreement with Local 21.
Tabled.
(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

11. (DISCUSSION/ACTION) Requests for future agenda items. Comm Beijen asked for an update with the Controller on the audit. With no further business, the meeting was adjourned at 8:10pm.

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NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at City Hall room 408
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

5:30 pm Wednesday November 14, 2007

AGENDA

1. **(ACTION) Roll call**

2. (ACTION) Review and approval of October 10, 2007 meeting minutes
(public comments)

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

4. (DISCUSSION) Chief's report.
Update on the DJJ realignment.
(public comment)

5. (DISCUSSION/ACTION) Discussion of any information that may have been presented to the Program Committee, in regards to impact of the gang injunction on Dept youth, and the possibility of any action addressing this issue. (Queen)
(public comment)

6. (DISCUSSION/ACTION) Discussion and possible action on any recommendations that may come out of Program Committee in support of services to transient, undocumented, and/or unaccompanied youth. (Queen)
(public comments)

7. (DISCUSSION/ACTION) Committee reports:
Finance
Program
Facilities
(public comments)

10. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

11. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

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MINUTES OF NOVEMBER 14, 2007 MEETING of the JUVENILE PROBATION COMMISSION
held at City Hall room 408 One Dr. Carlton B. Goodlett Place San Francisco, CA 94102

The Minutes of this meeting set forth all actions taken by the Commission on the matters stated, but not necessarily the chronological sequence in which the matters were taken up

1. **(ACTION) Roll call**
The President, Comm Queen, called the meeting to order at 5:45pm. Comms. Beijen, Fetiçõ, Stiglich were present at the gavel. Comm Lingad Ricci was excused. Comms Woodson arrived at 5:55pm, Rojas at 6:02pm.

2. (ACTION) Review and approval of October 10, 2007 meeting minutes
Upon motion and second, the minutes were approved as written.
(public comments)
There were none.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission
There were none.

4. (DISCUSSION) Chief's report.
Before the Chief spoke about the DJJ realignment, he wanted to "establish a public record" about the "profound impact two events had on his career as a probation officer". He referred to the first one, the Oct. JPC meeting, where individuals (young men) from the community spoke about their "hope in life" being "restored" through some meaningful work situation. He said that their comments echo in his mind and will serve as a "compass" for the work of the Dept. The second event was the Dept's and CBOs' efforts to keep the court's wards out of trouble the night of Oct. 31. 20 Dept staff went out on Halloween night, along with the adult probation and police, to keep the streets peaceful. He said it was personally rewarding and professionally enriching to see the collaborative effort. He said that this work showed the true spirit of probation services.
The following were involved in this effort: Asst CPO Allen Nance, Asst Dir. Tim Diestal, Supervisors Dennis Fuata and Mark Mardahl, POs Howie Chaves, Fred Collier, Paul Cuadra, Anson Der, Barbara Gainer, Roger Gainey, Carlos Gonzalez, Greg Gordon, Vivian Green, Heidi Isaac, Rich Perino, Karen Sadberry, JH counselors Mike Perino, Charles Satcher, Carl Sullivan, supported by POs Larry Gardner and Barbara Ross.
Update on the DJJ realignment.
The Chief passed out a power-point presentation that outlined the major points of this "redesign" of the Dept of Juvenile Justice under SB 81. Highlights: only 707b offenders will be kept by DJJ. This impacts the approx 300 non-707b detainees now there. These will be returned to county supervision. SF will have no returns. There may be some who are now on parole supervision from DJJ, but if violating that parole will not go back to DJJ. Instead they will be given new court hearings to be placed under county supervision. The other issue related to this is their age (which will be in many cases over 18 yrs). The question is who will do supervision (Juvenile or Adult).
Counties will also get \$117K /yr per returnee, and \$15K/yr per parolee. Funds to support county efforts in juvenile justice will be distributed by a formula (see report attached). The Chief expressed concern that these funds may just be used to supplant rather than supplement general funds the Dept is now getting. In order to get this distribution, the City has to submit a county plan by Jan. 08 (but no guidelines have been given as to how it should be constructed). There is also \$100 mil in bonds for facility construction grants. The Dept would like to use this for LCR. Asked about the 25% match requirement, the Chief said it may allow land to be used as this.

The Chief raised the concern of length of stays that will increase, what to do with older parolees, how to ensure funds get to probation.
He listed a number of next steps to keep in mind.
He said they have set up a meeting for the stakeholders planning group to layout the 3 yr plan.
Comm Beijen made a motion for the Commission to write a letter complimenting those identified by the Chief (including the Chief) for their efforts leading up to and on Halloween night. The motion was seconded. Upon voice vote, the motion carried, 5-1, Comm Fetiçō opposing.
(public comment)
There were none.

5. (DISCUSSION/ACTION) Discussion of any information that may have been presented to the Program Committee, in regards to impact of the gang injunction on Dept youth, and the possibility of any action addressing this issue.
Comm Woodson reported that there was no new information presented at the Program Committee meeting regarding the impact of the gang injunction, that would have been direct evidence and not just anecdotal. Despite the study by the Justice Policy Institute, no local data was available. Absent this, the Program Committee felt it could not take a position on this and it would not be useful to further discuss this topic.
Comm Rojas said that in past discussions there were stories given about how it had affected some youth, but despite the committee's request for hard documentation, there hadn't been any provided.
President Queen asked if direct testimony or evidence was brought forth, would she (Comm Woodson) consider reviewing it. She said yes (with the specification that it be how it affected SF youth) but that it could be expeditied by being considered before the full commission and not through committee. Comm Beijen added that he would further restrict that to how the injunction affects San Francisco Juvenile Probation Dept youth
Comm Woodson asked Jeff Adachi (during public comments) where declarations referred to by him were filed. Adachi said that they included declarations from individuals as part of their filed response to the filing of the injunction. Quest: how many of those declarations involved SF youth. Adachi did not have that break out, but gave the example of a van used by the Critical Response Network (CRN) being stopped by police and the occupants told they were not allowed in that area, despite none of them being named in the injunction. Question: has the Police Commission been made aware of this situation? Yes
(public comment)
Jeff Adachi, Public Defender, expressed his opposition to the gang injunction, citing some studies that show they are not effective, and that they just displace crime (move it elsewhere). He said in terms of its affects, the commission should look at two aspects: is it having a chilling effect in the community, (he said it is) and are there abuses (and he said there have been incidents of both juveniles and adults being "profiled"). He said that studies show that most juveniles join gangs at an age younger than that targeted by the gang injunction. He said what was needed still was a comprehensive strategy to keep kids from getting into gangs.
He said there was an issue around training of police officers on the appropriate process for implementing this injunction. He has written to the Police Commission in this regard.

6. (DISCUSSION/ACTION) Discussion and possible action on any recommendations that may come out of Program Committee in support of services to transient, undocumented, and/or unaccompanied youth.
Comm Woodson reviewed that at a previous Program Committee meeting, two CBO reps had raised this topic and issue. She said it is a very involved and wide ranging topic of concern, not just for probation but other human services depts. in the City. She said that both the Chief and Garry Bieringer were asked to present salient points that frame this issue, to see how they can be addressed and by whom. What the committee would like is to draft a letter to the City (from the Commission) to address the problem and suggest possible strategies that can be applied to it. This will be continued till the next Program Committee meeting (in Jan.).
President Queen asked the Chief if those two CBO reps would be in dialog with the Dept around this. The Chief said they are part of the language access task force, and will be involved in this.
Comm Fetiçō asked what other counties are doing. The Chief said they heard of a placement that LA County is using. They probably will find out more about that in the future.
(public comments)
There was none.

7. (DISCUSSION/ACTION) Committee reports:

Finance
Program
Facilities

Comm Fetiçō recounted briefly that: a crisis in OT for juvenile hall (threatening $1.5 mil over budget), leading A Magee to think of asking the Controller to do another audit on the staffing needs of the hall. This reminded him (Fetiçō) of the audit of the Dept that he had asked to have done (but was passed on by the Commission), and then of another previous audit, on the dept's Finance and Administration, and he felt that given the many issues that are still around (some of which were looked at in that audit), there should be a follow up audit on that too. Comm Beijen commented that this (audit) was

not part of the meeting but could be taken up at the next Finance Committee. Comm Fetiçõ mentioned a few other items reviewed at the last meeting; -budget preparation process still not starting as early as he feels it should be done.
-With skyrocketing OT, new hires are on hold, temp hires are exhausted.
-the merging of counselor classes is still not resolved.
-there's a growing recidivism in detainees in juvenile hall
-contracts are, in the main, not approved so CBOs are not being paid
Comm Stiglich added that a vehicle log is being developed so that there is more accountability. As to OT, she said that is partly due to still transitioning to the new facility, but that the Dept should be past that now and that it should have an idea of what kind of staffing is necessary to offset that. A compelling argument for the cost effectiveness of more hires vs using OT should be possible.
President Queen asked the Chief for further amplification on the class merge, the OT, and contracts.
The Chief said there is a price tag to the merging of classes. Each time discussions about this start, they are stymied by this. A. Magee explained that previous discussions with DHR ended when staffing changes happened there. Now she has started them again (the last time was yesterday). She estimated that if the classes were merged, the first budget year it could cost about $400K, and the 2nd about $1.5 mil. The City has not given word one way or another, and they are hoping it will be expedited so that if approved, it can be enacted this next budget year.
Comm Stiglich asked about other ways to solve this, if not by merging. A. Magee said they are looking at all alternatives. Quest: will the solution save money in the long run? Yes.
The Chief noted that JH counselors have been very accommodating these past couple of years when staffing help was needed at LCR.
Re OT: the Chief said it was a complex issue complicated by the shrinking pool of on-call counselors. He also referred to the previous staffing audit by the Controller's that under-estimated the level needed.
He mentioned that there is a misuse of sick time that they will look into. Impending retirements will also take a toll on staffing, but they are taking actions that will ease the situation (to be reported at the next Finance Comm, mtg).
Re contracts: now that L. Holmes is back to work, they will be moving towards completion of contracts. Also additional staffing will be added to Community Programs division.
Comm Beijen stated that it is a vicious cycle among out of control OT, lack of on-call, lack of permanent staff. A. Magee said Comm Beijen was correct about OT, and due to this the Controller's office has frozen all requisitions for hire until a spending plan addressing OT is drawn up. She thinks they are making progress in getting the Mayor's office to understand that there is a whole in the staffing—there just aren't enough to do the job.
Even though they have some approved requisitions they will not just blindly go forward to hire. They have to look at the whole picture.
Asked about sick leave, A. Magee said they are looking into sick leave restriction for some and warnings for others.
President Queen commented that in view of all these issues around the budget, many of which have been around for some time, that was why he advanced the need to do early budget planning having discussions with all stakeholders. As chair of the Finance Committee, he thought the full Commission agreed to this principle. A Magee said she agreed and that these discussions now taking place are essentially serving that purpose. President Queen asked if it could be reported each time to the Finance Comm what had been done since the last meeting, and possibly a timeline given for things that are on the table.
Comm Fetiçõ said that it comes back to the Dept needs to put together a budget that reflects the true needs. President Queen said he thinks it is clear that it is a policy that the Commission wants such a budget, as opposed to a "cut-down" budget, and also that it should start as early as Sept. Hopefully at the next Finance Comm. meeting there'll be updates that indicate some progress toward that.
Comm Woodson commented that much of the subject matter taken up in committee was discussed in the 2 agenda items above, but she added a couple of other items. 1) at a JDAI steering committee meeting the issue of the relationship or lack therefore between the Probation Dept and CBOs was discussed. She felt it was beyond the committee's ability to deal with it. She said the Chief mentioned an organizational development initiative would be done, and this issue will be looked at. The consultant hired to do this work, Mark Morris and Assoc will be invited to report to the Program Comm about this.
2) G. Bieringer reported on the YASI instrument and hoped to see some data by the end of the year.
3) The CBO reps from CARECEN and Instituo gave very good reports of their respective orgs' work. Some positive aspects were: written and oral reports are given back to the courts and dept so that concrete data is kept up to date. Their services also included "value-added" services by involving the services of other CBOs and agencies in their case management. Both orgs seemed to have an open, positive relationship with the Dept.
Comm Stiglich asked what requirements are there for reporting back by the CBOs.

L. Holmes said they are required to provide whatever information that is germane to any particular youth they are working with, as is relevant to the case carrying PO or the probation dept.

Comm. Woodson said that there isn't the staff available on the Program Committee to digest all the self-assessment information. She is hopeful this initiative will generate some concrete analysis.

Comm Beijen reported that they reviewed the written report given by Norm Cole that outlined all the current and "standing" projects and status of each. The essential status is that the capital improvement budget hasn't increased in 10 yrs, while facilities deteriorate and demand more and more repairs. He encouraged the commissioners to read the report.

Comm. Stiglich asked who was responsible for the court facilities/spaces in YGC? The Chief said that the courts are responsible alterations to their space. The Dept bears the responsibility for haz-mat costs.

Custodial costs and repair/maintenance are the Dept's.

President Queen said that he hoped the Chief would prepare a budget that realistically reflects the costs to improve and maintain all facilities and that this will be part of the total budget.

(public comments)

Lonnie Holmes said that the majority of agreements have been completed, with the exception of 5 or 6, which will be done in the next couple of weeks.

8. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

There were none.

9. (DISCUSSION/ACTION) Requests for future agenda items. Adjournment

President Queen announced that he is planning to hold the Dec. meeting in a community site. Comm Fetiçõ said he wanted to discuss the Controller's audit of the Finance and Administration division. President Queen asked him to do this in committee and then bring it up to the full Commission. President Queen said he would try to get concrete data or evidence on the local impact of the gang injunction, for the next meeting.

President Queen asked to adjourn the meeting in honor of his youngest daughter, Kassia, returning from her work in Africa with Doctors Without Borders.

There being no further business, the meeting was adjourned at 7:30pm

In Honor of

Kassia Queen

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

NOTICE OF SPECIAL MEETING of the JUVENILE PROBATION COMMISSION
To be held at Youth Guidance Center Conference Room
375 Woodside Ave
San Francisco, CA 94127

6:15 pm Thursday November 15, 2007

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This meeting will be held in closed session

AGENDA

1. (ACTION) Roll call

2. Public Comment on all matters pertaining to Closed Session.

Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM) (Stliglich)

Pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b): (DISCUSSION & POSSIBLE ACTION)
PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Juvenile Probation Commission Secretary

(Reconvene to Open Session)

Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)

11. (DISCUSSION/ACTION) Adjournment

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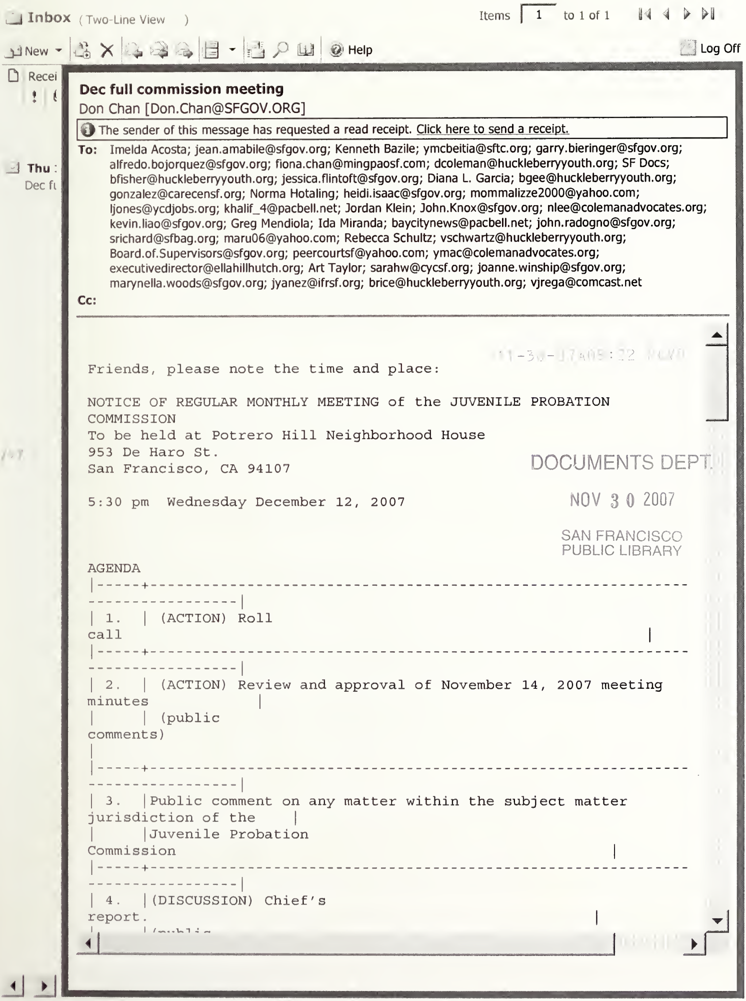
Trách nhiệm của chính quyền là phục vụ quần chúng, làm các quyết định rành rành trước mắt quần chúng. Nhiệm vụ của các ủy ban, hội đồng, hội đồng hành chánh và các cơ quan khác của Thành Phố và Quận Hạt là để điều hành công việc của nhân dân. Sắc Lệnh Sunshine đảm bảo là các cuộc bàn cãi được điều hành trước nơi công cộng nhân dân được duyệt xét tự do các hoạt động của Thành Phố. Để biết thêm chi tiết về các quyền của quý vị theo Sắc Lệnh Sunshine (Chương 67 Bộ Luật Hành Chánh San Francisco) hay báo cáo một sự vi phạm sắc lệnh, xin liên lạc với cô Donna Hall bằng thư, điện thoại, đánh fax hay điện



Dec full commission meeting

Don Chan [Don.Chan@SFGOV.ORG]

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Cc:

11-30-07A09:22 RCVD

Friends, please note the time and place:

NOTICE OF REGULAR MONTHLY MEETING of the JUVENILE PROBATION COMMISSION
To be held at Potrero Hill Neighborhood House
953 De Haro St.
San Francisco, CA 94107

5:30 pm Wednesday December 12, 2007

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AGENDA

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|-----+-------------------------------------------------------------
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| 1.  | (ACTION) Roll
call                                                         |
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| 2.  | (ACTION) Review and approval of November 14, 2007 meeting
minutes          |
|     | (public
comments)
|
|-----+-------------------------------------------------------------
-----------------|
| 3.  |Public comment on any matter within the subject matter
jurisdiction of the    |
|     |Juvenile Probation
Commission                                               |
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| 4.  |(DISCUSSION) Chief's
report.                                              |
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Meeting Information

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Year: 2007 go

Minutes of the San Francisco Juvenile Probation Commission Meeting on December 12, 2007, at the Potrero Hill Neighborhood House, 953 De Haro Street

1. Roll call (action)

The president called the meeting to order at 5:44 PM. Commissioners Queen, Stiglich, Lingad Ricci, Fetico, and Beijen were present at that time. Commissioners Woodson and Rojas arrived a few minutes later.

2. Minutes of November 14, 2007 meeting (action)

The minutes were reviewed and approved.

3. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission

Rosa Baltodano, a Young Queens on the Rise coordinator, and Joanna Hernandez spoke re: seeking support and to re-establish rapport with the Commission.

4. Chief's report **(discussion)**

Chief Siffermann advised the commissioners about two recent milestone events. The first was the kickoff of the "Know Your Rights" campaign, and the second was the live broadcast, in JJC, of "Street Soldiers" with Dr. Joe Marshall.

The Chief reported on two new permanent exempt appointments. Sue W. Wong will be the Director of Finance. Lonnie Holmes will be the Director of Community Programs.

The Chief then asked Ms. Allison McGee to provide a fiscal forecast. Ms. McGee reported that the Juvenile Probation Department has been asked to suspend hiring, halt equipment purchases, and to reduce the budget by $3 million. We may, however, still hire needed counselors.

(public comment) none

5. Re: letters commending Department staff for Halloween efforts **(discussion/action)**

The Commission agreed, by consensus, on the wording of a letter to be signed by the Commission President.

(public comment) none

6. Re: The gang injunction in San Francisco (discussion/action)

President Queen withdrew this item from discussion.

(public comment) none

7. Committee reports **(discussion/action)**

Finance – no meeting held since last report
Program – no meeting held since last report
Facilities – no meeting held since last report

(public comment) none

8. Pursuant to Government Code §54957(b) and San Francisco Administrative Code §67.10(b). Public employee performance evaluation and possible dismissal of Juvenile Probation Commission Secretary (discussion/action)

(public comment) none

The Commission voted to hold a closed session.

The Commission met in closed session, commencing at 6:30 P.M., and continuing until 8:10 P.M. All members of the Commission were present, as were Deputy City Attorneys Rebecca Katz and Stacey Lucas.

The Commission reconvened in open session at 8:10 P.M. President Queen announced that The Commission had accepted Mr. Don Chan's resignation, as Commission Secretary, effective immediately. The Commission voted not to disclose the closed session discussions.

(public comment) none

9. Public comment on any matter within the subject matter jurisdiction of the Juvenile Probation Commission none

-

10.Requests for future agenda items none

-

Adjournment at 8:16 P.M.

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Submitted by: Commissioner Dirk J. Beijen

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, February 13, 2008
5:30 p.m.
City Hall, Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Introduce and welcome new commissioner(s) (DISCUSSION ONLY)

4. December 12, 2007 meeting minutes (DISCUSSION ONLY)

5. Temporary appointment of commissioner to prepare minutes, assist with agendas pending hire of new commission secretary (DISCUSSION & POSSIBLE ACTION)

6. Juvenile Probation Commission Secretary Position (DISCUSSION & POSSIBLE ACTION)

Discussion and possible action regarding all matters pertaining to staffing the Juvenile Probation Commission Secretary position, including but not limited to job duties and responsibilities, classification, compensation, recruitment procedures, and the possible impact of those matters on other budgeted positions within the Department.

7. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   b. President's Report
   -The City Attorney's Office will be hosting its annual Sunshine training on Monday, March 3, 2008 at 6:00 p.m. at the Herbst Theater. The training is mandatory for all department heads, commissioners and elected officials.

   c. Committee Reports
   -Facilities
   -Finance
   -Personnel
   -Programs

8. FY 2008-09 Budget (DISCUSSION & POSSIBLE ACTION)

Review, discussion, and possible action on proposed FY 2008-09 Juvenile Probation Department Budget

9. Setting a date for Juvenile Probation Commission Retreat (DISCUSSION & POSSIBLE ACTION)

10. Election of Commission Officers per Juvenile Probation Commission Rule 5.01 (ACTION ITEM)

11. Scheduling of items identified for consideration at future Commission meetings (DISCUSSION ONLY)

12. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting & Retreat Agenda
Wednesday, March 12, 2008
4:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of Minutes (December 12, 2007 and February 13, 2008 meetings) (ACTION ITEM)

4. Strategies for Obtaining Additional or Outside Funding/Grants for the Department – Commissioner Patton to lead discussion (DISCUSSION ONLY)

5. Goal Setting for 2008 (DISCUSSION & POSSIBLE ACTION)

Discussion and possible action to set Commission goals. Identify and prioritize key objectives and timelines for achievement.

6. Public Relations Strategy – President Stiglich to lead discussion (DISCUSSION ONLY & POSSIBLE ACTION) – discussion and possible action to engage community representatives

7. Fiscal Issues regarding Juvenile Probation Commission Bank Accounts/Funds – Commissioner Beijen to lead discussion (DISCUSSION & POSSIBLE ACTION) – determine funds remaining and how to manage them appropriately.

8. Reports to the Commission (DISCUSSION ONLY)

    a. Chief's Report
        - Presentation of the Department's Organizational Development Project – Mark Morris Associates

9. Committee Assignments (DISCUSSION & POSSIBLE ACTION)

10. Scheduling of items identified for consideration at future Commission meetings (DISCUSSION ONLY)

11. Adjournment (ACTION ITEM)

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Meeting Information

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Year: 2008 go

Wednesday, March 12, 2008
4:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Juvenile Probation Commission
Lidia Stiglich, President
Susana Rojas, Vice President
Katharine M. Albright
Dirk Beijen
Ellouise Patton
Jacqueline Lingad Ricci
Rebecca Woodson

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MINUTES

1. Roll call

President Stiglich called the meeting to order at 4:44 PM. Commissioners Beijen, Patton, Lingad Ricci and Woodson were present at the gavel. Commissioner Patton arrived at 5:37 p.m.. Commissioner Rojas was excused. Commissioner Woodson volunteered to act as Commission Secretary.

2. Public Comment

There was no public comment.

3. Review and Approval of Minutes (ACTION ITEM)

Commissioner Beijen moved to approve the minutes for December 12, 2007 ~~and February 13, 2008~~. Commissioner Lingad Ricci seconded. Unanimous vote to approve.

4. Strategies for Obtaining Additional or Outside Funding/Grants for the Department (DISCUSSION ONLY) - Taken out of order, after Item #6

Item passed until Commissioner Patton appeared. President Stiglich led the discussion of the Commission's need to solicit funds from various outside entities to promote ideas such as job training for youth. This issue will be further explored in the Finance Committee. Also discussed was how the Commission can support Chief Siffermann in promoting his vision for JPD and improving the "fiscal solvency" of the department.

Speaker: Ms. Allison Magee, Director of Administrative Services, JPD, stated an Adult Probation "grant seeker" was not approved by the Board of Supervisors, and such a position is not available now due to budget cuts. However, as part of the improvement program for Log Cabin Ranch, JPD is trying to find someone to be a "fiscal agent" to provide additional fiscal support.

Further discussion of this Item by Commissioner Patton and Ms. Magee.

There was no public comment.

5. Goal Setting for 2008 (DISCUSSION & POSSIBLE ACTION) - Taken out of order, after Item #6

The following goals were suggested:

a. Hire Commission Secretary (Chief Siffermann)
b. Put in place criteria for Chief's review (Woodson)
c. Support JPD (Beijen)
d. Get positive information/statistics out to public (Woodson)
e. Increase funding efforts (Woodson)

f. Integrated policy changes (Patton). Followed by discussion.
g. Re-format message we convey to court, thinking about cases, produce reports to lead to a higher level of confidence (Chief Siffermann)
h. Look closely at truancy (Patton)

Speaker: Alan Nance, Assistant Chief Probation Officer, JPD, stated the Department is "working closely" with the Unified School District, and Ricky Jones in particular, to share data concerning truancy. Probation officers can get this information directly from the schools.

i. Fiscal and general accountability (Stiglich)

Speaker: Ms. Allison Magee, Director of Administrative Services, JPD, stated the Department is working on a "centralized reservation system" of staff automobiles through the Department intranet.

j. Computer upgrades (Lingad Ricci)

Speaker: Ms. Allison Magee, Director of Administrative Services, JPD, stated the Department is "broke this year" so no further action on this goal is possible; the Department is not ordering any more computers, but hopes to have funding for them next year.

k. What are we doing with Log Cabin Ranch? (Stiglich)

Speaker: Ms. Allison Magee, Director of Administrative Services, JPD, stated there is "lots of incoming funding," so a "greening effort with the Department of Public Works" is underway, as well as other positive developments.

l. Create more relationships with private entities for grant money, apprenticeships, etc. (Stiglich)

The second Wednesday of every month was confirmed as the regular meeting date for the Commission.

There were no public comments.

6. Public Relations Strategy (DISCUSSION & POSSIBLE ACTION) - Taken out of order, after Item #9

President Stiglich led the discussion, which acknowledged that the only time JPD is seen in the media is when there is "a problem or some other calamity." Since there is much positive news to report concerning JPD, strategies for "getting the word out" were discussed. Goals suggested: 1) JPD's own positive news column/bulletin concerning positive things going on with youth, and 2) having other entities/stakeholders in the system share responsibility for problems as they arise. Commissioners Patton, Stiglich, Woodson and Beijen further discussed how to educate the public with positive statisties. Chief Siffermann gave examples of how this has happened in the past, and advised that he will be distributing a letter to the Editor of the San Francisco Chronicle newspaper in response to a recent article entitled, "*Punishing Delay of Justice Reform.*"

Public Comment: Ms. Denise Coleman, Director of Juvenile Justice Programs, CARC, stated this was a "wonderful idea," and gave other comments in support of this effort.

There was no other public comment.

7. Fiscal Issues re Juvenile Probation Commission Bank Accounts/Funds (DISCUSSION & POSSIBLE ACTION) - Taken out of order, after Item #8

Discussion led by Commissioner Beijen as to the existence and location of JPD grant funds initially procured by the former Commission Secretary, Mr. Don Chan. Commissioner Beijen asked several questions concerning the status and progress of the Commission's inquiry, which were addressed by Chief Siffermann.

Speaker: Ms. Rebecca Katz, Deputy City Attorney, stated she met with former Commission President Queen and Ms. Stevenson on this issue.

There was no public comment.

[NOTE: Upon arrival of Commissioner Patton, this Item was revisited after Item #6.]

Speaker: Ms. Allison Magee, Director of Administrative Services, JPD, stated she is continuing to investigate this matter. She has contacted YGCIC, which has no accounting of any such grant funds. Ms. Magee will work with Judge Jaymont to make a further inquiry.

There was no public comment.

8. Reports to the Commission (DISCUSSION ONLY) - Taken out of order, after Item #3

a. Chief Siffermann's report:

1. Announcement made as to community service project at Log Cabin Ranch.
2. Update as to JPD efforts to engage outside consultants for 2-year organizational development plan. Mr. Mark Morris and Ms. Moira DeNike were present from Mark Morris Associates ("MMA") to give presentation. Handout distributed to Commissioners and available to public.

Presentation Summary: MMA will establish and work in "improvement groups" comprised of all levels of JPD staff, as well as outside participants, as necessary, to work on issues and problems associated with "good service to youth." First two "improvement groups" are 1) paperwork reduction to free up resources, and 2) YASI implementation. (Speaker: Morris) Emphasis that "deep and lasting change" comes from JPD working within a larger system, which includes CBOs. Traditional rift between JPD and CBOs needs to be addressed to "make systemic change." (Speaker: DeNike)

Comments: Chief Siffermann commented in support of MMA's efforts.

President Stiglich and Commissioners Beijen and Lingad Ricci asked several questions concerning the implementation of this program, which were answered by Mr. Morris and Ms. DeNike, in turn.

No was no public comment.

9. Committee Assignments (DISCUSSION & POSSIBLE ACTION) - Taken out of order, after Item #7

President Stiglich announced the following committee assignments:

a. Finance: Commissioners Beijen (Chair), Rojas, Patton

b. Programs: Commissioners Lingad Ricci (Chair), Albright, Woodson

c. Ad Hoc: Commissioners Woodson (Chair), Albright, Beijen

Discussion as to formation of an Awards Committee (Beijen), possible conflicts due to membership in other organizations (Patton) which was addressed by Ms. Katz, and a Commissioner's attendance at an upcoming meeting of JJCC on March 13, 2008 at JPD (Beijen/Stiglich).

There was no public comment.

10. Scheduling of items identified for consideration at future Commission meetings (DISCUSSION ONLY) - Taken out of order, after Item #5

a. Updated report from CJCIC re grant money discussed in Item #7. (Beijen)

There was no public comment.

11. Adjournment at 7:36 PM

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 9, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of Minutes from March 12, 2008 Meeting (ACTION ITEM)

4. Review and possible approval of selection criteria and procedures for hiring the Juvenile Probation Commission Secretary (DISCUSSION & POSSIBLE ACTION)

5. Updated report regarding fiscal issues involving Juvenile Probation Commission bank accounts/funds. (DISCUSSION ONLY)

Status of inquiry into origin, existence, and location of JPC grant funds.

6. Reports to the Commission (DISCUSSION ONLY)
    a. Chief's Report
    b. Committee Reports
        -Ad Hoc (Personnel)
        -Finance
        -Programs

7. Scheduling of items identified for consideration at future Commission meetings (DISCUSSION ONLY)

8. Adjournment (ACTION ITEM)

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JUVENILE PROBATION COMMISSION MINUTES – April 09, 2008

1. Roll call

President Stiglich called the meeting to order at 5:40 PM. All Commissioners were present at the gravel except Commissioners Ricci & Albright (Commissioner Albright arrived at 6:00 PM).

2. Public Comment.

No public present.

3. Review and Approval of Minutes from March 12, 2008 Meeting
Change on reporting of prior meetings/minutes approved by all.

4. Review and possible approval of selection criteria and procedures for hiring the Juvenile Probation Commission Secretary

Secretary:	PT but concern on quality of resume.
Salary:	cut in half
Posting	SFgov website Craigslist Monster.com City has contracts with recruitment companies. Ms. Magee will provide list

Ad hoc will review resumes and work with Ms. Magee and "bring" candidates to Commission.
Recommendation to bring top three to full Commission. Then vote as full Commission, This is done in closed session. Target good population that will stick around for a while.
Changes to job description:

Not to target a development person but to add language to assist with grant writing
Telecommuting
Computer and web proficient will add phrase

Rojas: flex time

Public Comment.

None.

Motion to go forward with:
PT flex based on hourly salary for classification
Posted on SFgov website and other avenues used
Ad hoc will review resume and will bring to Commission top three
Telecommuting OK in certain occasions and computer savvy
Motion carries with no opposing votes
Who is going to determine hourly rate?

5. Updated report regarding fiscal issues involving Juvenile Probation Commission bank accounts/funds.

Ms. Magee: Still finding out
Controllers office investigating
We do not know who is responsible for funds
Commissioner Beijen would like to continue investigation
Grant was not authorized by commission or department
YGCIC does not know anything about funds
Commissioner Beijen good to know that controllers office is on it.

Public Comment.

None.

6. Reports to the Commission

a. Chief's report

(i) LCR clean-up

DPW - Director
Former Judge
Head of new greening operation
Re-new committee
LCR - added to regular clean up schedule

meeting scheduled for next week

DPW
SFUSD
Rec & Park
Practitioners
Court

Translate to develop into program that teaches skills

Supervisors informed

Appearing in front of Supervisors to present vision and asking for capital improvements

1 maintenance guy

1 water treatment guy

Great event

Perfect weather

Greening project

See documents from CPO (1st day)

Second day:

Community service: police recruit class

Joanne, coordinator – great job

Interaction by counselors: 19 front and center, 1 reluctant youth. (talked to former director) – changed his mind

DPW there

Everyone had a great story to tell at the end

Saturday – police recruits stay behind then play basket ball with kids

Kids were doubtful at first

Life changing moment

Keep story and more chapters added

(ii) Population breakdown

(iii) Incident last night staff attacked by youth with a shank

Staff member OK only cut on neck

(iv) Summer safe plan

awareness employment

identify high-risk youth

engaging youth

recreation activities

probation officers to meet

Patton What do you need us to support?

Representation from commission

ICR development

Re-entry

State bonding? great assistance

Summer safe plan (Louine Holmes)

b. Committee Reports

Ad hoc: Discussed before, nothing else to report.

Will try to get goals finished

Finance:

No meeting held.

Program:

No meeting held.

Public Comment.

-

None.

7. Scheduling of items identified for consideration at future Commission meetings:

Joint meeting with other departments that share our work.

Grant

Population breakdown

Initiatives that need support

John Torres invited to present on CRN

8. Adjournment at 6:35 PM

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, May 14, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of Minutes from April 9, 2008 Meeting (ACTION ITEM)

4. Schedule hearing date to discuss system delays and other needs for juvenile offenders. (DISCUSSION ONLY)

5. Bonding for summer youth programs (DISCUSSION ONLY)

6. Discussion and possible action to designate representatives of the Juvenile Probation Commission to meet with the Mayor and present a logical argument against further cuts to the JPD budget. (DISCUSSION AND POSSIBLE ACTION)

7. Reports to the Commission (DISCUSSION ONLY)

    a. Chief's Report
    b. Committee Reports
        -Ad Hoc (Personnel)
        -Finance
        -Programs

8. New Business/Future Agenda Items (DISCUSSION ONLY)

9. Adjournment (ACTION ITEM)

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Cancelled

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, May 14, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
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Cancelled

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9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, July 9, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of Minutes from April 9, 2008 Meeting (ACTION ITEM)

4. Presentation of the Juvenile Probation Department's findings relating case processing times to lengths of stays in detention. (DISCUSSION ONLY)

5. Bonding of youth for summer youth employment programs. (DISCUSSION ONLY)

6. Recent Juvenile Probation Department activities regarding undocumented youth. (DISCUSSION ONLY)

7. Reports to the Commission (DISCUSSION ONLY)

    a. Chief's Report
    b. Committee Reports
        -Ad Hoc (Personnel)
        -Finance
        -Programs

8. New Business/Future Agenda Items (DISCUSSION ONLY)

9. Election of Commission Officers per Juvenile Probation Commission Rule 5.03 (ACTION ITEM)

10. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, August 13, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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3. Review and Approval of Minutes from July 9, 2008 Meeting (ACTION ITEM)

4. Presentation of the Juvenile Probation Department's findings relating case processing times to lengths of stays in detention. (DISCUSSION ONLY)

5. Bonding of youth for summer youth employment programs. (DISCUSSION ONLY)

6. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report
      - Update and report on Fiscal Year 08-09 budget process ***explanatory document: FY 2008-09 Budget (Budget 08-09 approved by the Mayor's Budget Office and Board of Supervisors)
      - Highlights and Updates on the following:
        -Community Programs
        -Mark Morris Associates
        -Log Cabin Ranch
        -Foreign Language Access and Staffing
      - Trends/Emerging Issues/Upcoming Events
        -Upcoming Budget Hearings
        -Grants/Funding

   b. Committee Reports
      -Ad Hoc (Personnel)
      -Finance
      -Programs

7. Public Comment on all matters pertaining to Closed Session.

8. Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)

9. Closed Session

    a. Pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b):

    PERSONNEL EXCEPTION: Public Employee appointment: Commission Secretary (DISCUSSION & POSSIBLE ACTION)

(OPEN SESSION)

10. Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)

11. New Business/Future Agenda Items (DISCUSSION ONLY)

12. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, September 10, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of Minutes from August 13, 2008 Meeting (ACTION ITEM)

4. Reports to the Commission (DISCUSSION ONLY)
   a. Chief's Report
   b. Committee Reports
      -Ad Hoc (Personnel)
      -Finance
      -Programs
      -Facilities

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5. Committee Assignments & Responsibilities (DISCUSSION ONLY)

6. New Business/Future Agenda Items (DISCUSSION ONLY)
   -Retreat

7. Adjournment (ACTION ITEM)

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CITY ANDCOUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, September 10, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call – President Lingad Ricci called the meeting to order at 5:50 PM
Commissioners Beijen, Lingad Ricci, Rojas, and Woodson were present at that time.
Commissioners Albright and Patton were excused.

2. Public Comment

Ms. Angela F. Chan indicated that representatives of various organizations wished to address the Commission regarding the Juvenile Probation Department's policy regarding Undocumented Persons.

Rev. Israel Alvaran – Clergy and Laity United for Economic Justice (CLUE-SF) -- spoke in opposition to the new policy change that permits reporting juveniles being booked for felony charges to Immigration and Customs Enforcement. He indicated that this policy violates principles of justice and freedom.

Ms. Pilar Schiavo – Legislative aid to Supervisor T. Aminano -- was representing Supervisor Aminano and spoke in opposition to the new policy regarding undocumented youth. She stated that the same federal agency that had been involved in the collaborative effort that created the City of Sanctuary law was now bullying The City to change that law's effect.. She said that the media has incorrectly reported that the issue involves federal law when the issue actually is one involving state confidentiality laws. She stated that youth must be treated differently than adult offenders in order to permit rehabilitation efforts.

Mr. Philip Hwang – Lawyers' Committee for Civil Rights – spoke in opposition to the policy. He stated that his organization had helped draft the Sanctuary law. His primary point was that The City is not required to report undocumented youth. He believes that the new policy will cause police officers to make "pretextual" arrests without probable cause. He expressed concern that one of the reasons, in the new policy, that would cause inquiry into a persons immigration status is association with undocumented persons. He further said that his agency has a "long record of suing" people who make immigration law decisions, and that if this Commission adopts the policy "there will be many law suits ahead".

Mr. Ron Stuckle – Sunset Youth Services – spoke in opposition to the policy. He spoke about the issue of "humanity" and the policy that he considers morally wrong. He said that the "blanket political policy" is wrong because it does not look at individual's issues.

Ms. Angela Chan – Asian Law Caucus – spoke on behalf of a coalition of 31 agencies. She spoke in opposition to the policy. She referred to the 1996 Juvenile Probation Department Policy regarding this issue. She said that the new policy has, since July, been implemented without review or approval by this Commission and that since then more than fifty youth have been referred to ICE. She said that she believes the new policy violates established juvenile justice law and due process. She said that errors regarding the immigration status of youth will result in law suits. She also provided the commissioners with a copy of a letter (dated: August 27, 2008) to Mr. Ed Lee, City Administrator, from Shannan L. Wilber of Legal Services for Children.

Ms. Jen Gasang – Asian Youth Advocacy Network – represented more than seventeen agencies. She spoke in opposition to the policy, emphasizing that the policy does not allow for individual case determination.

Ms. Eli Aramburo – Former Juvenile Probation Commissioner – Said that per the City Attorney the JPD is under no legal obligation to report undocumented youth to ICE, however, in her opinion, the City Attorney is concerned about threats from the federal government to charge probation officers with harboring felons. She wants the courts to be able to make the decisions. She said that the new policy ignores §738 W&I. She asked the commissioners to review the policy of 1996.

Ms. Bobbi Lopez – Tenderloin Housing Clinic – Pointed out the San Francisco Police Department's low rate of solving murders. She said that she believes that the new policy will deter even more witnesses and victims, in a heavily impacted Latino community, from cooperating with authorities. She further said that important decisions regarding undocumented youth should not be made prior to adjudication. She said the policy demonizes a vulnerable population.

Ms. Melissa (age 12) spoke in opposition to the policy. She said that the brother of a friend of hers is "in this situation". She said "don't give up on the little kids".

Ms. Juana Flores – Mujeres Unidas y Activas – (spoke in Spanish, translated by Ms. Bobbi Lopez). She spoke, as a voice for families, in opposition to the policy. She said that it is a bad policy against children who have not been determined to have done anything. Taking kids out of a country where they may have spent most of their lives leaves them alone. Many of the kids work to send money back home to their families. She said that many of the kids have been trafficked. She asked that we bring back opportunity and a chance for education.

Mr. Francisco Duarte – San Francisco Legal Education Network – spoke in opposition to the policy. He talked about the way he feels ICE operates using fear.

Ms. Laura Sanchez – Attorney – She works with youth at the Juvenile Hall. She reminded the Commissioners that these are children, many of whom are seeking opportunities. She believes that juveniles should not be reported until after adjudication. She said that many Latino families are composed of members with differing immigration status. She does not see how the goals of juvenile justice are being met by the new policy.

Mr Carl Crew – attorney, "exclusively represents criminal aliens" – He spoke in opposition to the policy. He referred to the issue of interviewing "pre-disposition" vs. "post-disposition". He said that Interviews by ICE officials or by "deputized probation officers" do not include an advisement of Miranda rights and may result in problems regarding self-incrimination issues. He further said that many first time cases are dispo'd as misdemeanor §32 PC violations, and, as such, are not deportable offenses. Furthermore, he was concerned about untrained probation officers making decisions when they do not know the right questions to ask.

Ms. Patricia Lee – Deputy Public Defender (managing attorney for PD's Juvenile Division) – Concerned that the Public Defender's Office was not involved in developing a good policy. She said that there are a number of legal loopholes and gray areas in the new policy – leaving The City liable. She asked if a technical Probation Violation would be cause to report a youth to ICE. She recommended tabling this issue and gaining more information to make an informed decision.

3. Review and Approval of Minutes from August 13, 2008 Meeting (ACTION ITEM)

President Lingad-Ricci tabled this item (without objection). The minutes were not ready for review, and two commissioners were not present.
(No public comment on this item)

4. Reports to the Commission (DISCUSSION ONLY)

a. Chief's Report

Chief Siffermann indicated that he would like to delay his report until Deputy City Attorney Katharine Hobin Porter could be present. (She had been called out of the room by Police Lieutenant Riley at approximately 6:45 PM.)

President Lingad Ricci spoke to those present regarding the policy on Undocumented Persons. She said that her husband is an immigration attorney. She said we all need to listen and communicate with each other – there will be a solution. She said that she will make a proposal to the Commission after the Chief's presentation.

Ms. Allison McGee reported that Ms. Hobin Porter was busy in a closed session of the Police Commission.

Chief Siffermann gave a prepared report to the Juvenile Probation Commission on the JPD Policy for the Treatment of Undocumented Persons. (A copy of this presentation will be available for review at the Juvenile Probation Commission Office, 375 Woodside Avenue, San Francisco, California 94127, during normal business hours. 415 753-7800.)

President Lingad Ricci stated that this topic needs further discussion, and she appointed (without objection) an ad hoc committee composed of Commissioner Rojas (Chair), Albright, and Beijen. She also suggested that the organizations, represented by speakers at this meeting, select a spokeperson to work with this ad hoc committee.

Commissioner Rojas then thanked the members of the public who had spoken at this meeting and assured them that she would contact them and ask them to participate with the committee.

Chief Siffermann then continued his report addressing the issue of the Gender Specific Program. He said that the Department had done a great job of recruiting and training probation officers. Full implementation of the program requires proper staffing and supervision, and these resources are currently unavailable.

(Public Comment)

Ms. Pilar Schiavo wanted clarification as to whether the new policy is now in effect.

Chief Siffermann replied "yes".

Deputy City Attorney Hobin Porter indicated that the Chief had authority to make policy and to put it in effect. The Commission can then review and modify it -- suggesting that such modification be done in consultation with the City Attorney.

5. Adjournment (ACTION ITEM)

President Lingad Ricci advised that the Commission was going to lose its quorum, as Commissioner Rojas needed to leave, and she called for adjournment (without objection).

The meeting was adjourned at 7:25 PM.

Submitted by Commissioner Dirk J. Beijen

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, October 8, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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3. Review and Approval of Minutes from September 10, 2008 Meeting (ACTION ITEM)

4. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report
      - Monthly Statistical Reports for July and August 08 ***explanatory document
      - Status Report on CBO contracts
      - Log Cabin Ranch Update
      - Upcoming Events/Announcements

   b. Committee Reports
      - Ad Hoc
      - Facilities
      - Finance
      - Programs

5. Committee Assignments & Responsibilities (DISCUSSION ONLY)

6. New Business/Future Agenda Items (DISCUSSION and ACTION)
   - Retreat
   - Special Meeting

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, November 12, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
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1. Roll call

2. Public Comment

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3. Review and Approval of Minutes from September 10, 2008 Meeting (ACTION ITEM)

4. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report
      - Monthly Statistical Reports for July, August and September 08 ***explanatory documents
      - Status Report on CBO contracts
      - Log Cabin Ranch Update
      - Financial Report
      - Upcoming Events/Announcements
      - Progress Report on Mark Morris Group **** supporting documents & detailed****

   b. Committee Reports
      - Facilities
      - Finance
      - Programs

5. Committee Assignments & Responsibilities (DISCUSSION ONLY)

6. Closed Session pursuant to Government Code section 54957(b) and San Francisco Administrative Code Section 67.10(b): PERSONNEL EXCEPTION: Public Employee appointment: Juvenile Probation Commission Secretary (DISCUSSION & POSSIBLE ACTION)

a. Public Comment on all matters pertaining to Agenda Item 5, including any comment pertaining to the Juvenile Probation Commission Secretary appointment or whether to hold the meeting in closed session.

b. Vote on whether to hold closed session. (ACTION ITEM)

c. Discussion and deliberations to make an offer of employment or take other action.

RETURN TO OPEN SESSION

d. Report any action taken in closed session as specified in California Government Code §54957.1(a)(5) and San Francisco Administrative Code §67.12(b)(4) (DISCUSSION)

e. Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)

7. New Business/Future Agenda Items (DISCUSSION and ACTION)
    - Retreat
    - Special Meeting
    - Announcement

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, November 12, 2008
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. **Roll call**
President Lingad Ricci called the meeting to order at 5:45 PM
Commissioners Albright, Beijen, Lingad Ricci, and Woodson were present at that time.
Commissioner Rojas arrived at 6:00 PM.

2. **Public Comment**
No comments.

3. **Review and Approval of Minutes from September 10, 2008 Meeting (ACTION ITEM)**
Commissioner Woodson moved to approve the minutes of the September 10, 2008 Meeting. Commissioner Beijen seconded. Unanimous vote to approve.

4. **Reports to the Commission (DISCUSSION ONLY)**

Chief's Report

Monthly Statistical Reports

The Chief referenced the Monthly Reports presented to the Commissioners and invited questions.
Commissioner Beijen: Is there a high seizure of contraband or weapons?
Chief Siffermann: The contraband is generally pencils and pens that are being confiscated. Chief sends out monthly letter to families to ensure that contraband not brought in and maintain safety of youth and employees.
Commissioner Beijen: Is the relationship of injury related to incidence of weapons seized.
Chief Siffermann: Only one (1) incident that I recall.

Status Report on CBO Contracts – presented by Lonnie Holmes

Lonnie Holmes: We are up to date on our contracting, with the exceptions of two (2) contracts, which are at the Controller's Office.

Log Cabin Ranch Update – See attached Report

Commissioner Beijen: Are you anticipating a capacity of 12? What happens with overflow?
Chief Siffermann: Detention Center would be part of Phase I and would deal with this potential capacity overload.
Commissioner Woodson: What is timeline for this grant?
Allison Magee: Early January submission.
Commission Woodson: Will state determine grant total?
Allison Magee: Yes, state will decide final grant amount.

Financial Report – Presented by Sue Wong

City $90-120 million revenue shortfall. Mid year cuts for City at $2.1 million.

Update will be provided in Finance Committee.

We have identified $390,000 in cuts work orders to the Mayor's Office of Criminal Justice for contracts with CBOs.

In addition a major budget deficit - $250,000 in 2009.

Chief Siffermann: Commended the work of Allison Magee in the presentation of the Juvenile Probation Department efforts to reduce overtime at a recent SF Stat meeting. Ms. Magee's presentation on the Department's OT abatement efforts was featured in a Department of Human Resources City-wide Training Program.

Upcoming Events/Announcement

Chief Siffermann: Announced that the Department is responding to a Corrections Standards Authority (CSA) report of their bi-annual facility inspection of the Juvenile Justice Center and Log Cabin Ranch which identified several areas of non-compliance. The specific areas will be easily corrected within the time frame established. A report will be sent to CSA before the 12/28/08 deadline that details the remedies taken.

Chief Siffermann: Announced the successful Operation Trick or Treat conducted on 10/31/08 with all other San Francisco law enforcement groups.

Commissioner Beijen: Personally complimented the Department on the work well done during trick or treat.

President Lingad Ricci: Commended the Department for hosting the visitors from Supreme Court of People's Republic of China.

Chief Siffermann: Announced the Department will sponsor a memorial service for Leticia (Lettie) Elaydo in the near future.

Progress Report on Mark Morris Group

Chief Siffermann: Reported that this matter will be discussed at the next Program Committee Meeting.

Committee Reports

Facilities – no report.
Finance – no report.
Programs – no report.

5. Committee Assignments & Responsibilities (DISCUSSION ONLY)

Commissioner Rojas: indicated that committee meetings should be held as needed.

6. Closed Session

Pursuant to code as indicated in agenda. No public comments. Commissioner Beijen moved to hold closed session. Commissioner Albright seconded. Unanimous vote to hold closed session.

Commissioner Beijen moved.
Commissioner Albright seconded.
Unanimous

RETURN TO OPEN SESSION

Commissioner Rojas: announced the Commission voted to extend an offer of employment for Commission Secretary. Commissioner Albright moved not to disclose. Commissioner Beijen seconded. Unanimous decision not to disclose identity of individual at this time.

7. New Business/Future Agenda Items (DISCUSSION and ACTION)

Next meeting will be a special meeting on December 11 as a social event.
The meeting on December 10 is cancelled.

President Ricci offered a moment of silence in the memory of Letty Elaydo and Mary Beijen Groves.

8. Adjournment (ACTION ITEM)

The meeting was adjourned at 6:55 PM.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

The full Commission meeting scheduled for Wednesday, December 10, 2008 is cancelled.

The next full Commission meeting will be Wednesday, January 14, 2009 at the Commission's regular meeting place, City Hall, Room 408.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, January 14, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of Minutes from November 12, 2008 Meeting (ACTION ITEM)

4. Presentation by the Department of Children, Youth & Their Families (DCYF) on the findings of their latest Community Needs Assessment (DISCUSSION ONLY)

5. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report
      - Status Report on CBO contracts
      - Log Cabin Ranch Update
      - Financial Report
      - Upcoming Events/Announcements

   b. Committee Reports
      - Finance

6. Election of Commission President and Vice President Officers, led by current Commission President Jacqueline Lingad Ricci (DISCUSSION AND ACTION ITEM)

7. New Business/Future Agenda Items (DISCUSSION and ACTION ITEM)
   - Retreat
   - Announcements

8. Adjournment (ACTION ITEM)

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CITY ANDCOUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, January 14, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Jacqueline Lingad Ricci, President
Susana Rojas, Vice President
Katharine Albright
Dirk Beijen
Elloise Patton
Rebecca Woodson

Minutes

1. **Roll call.**
Commission President called the meeting to order at 5:40 PM. Commissioners Albright, Beijen, Lingad Ricci, Rojas and Woodson were present. Commissioner Patton was not present.

2. **Public Comment.**

Bruce Fisher, Huckleberry House Representative. Opposed Huckleberry House funding cuts effective February 20, 2009. Mr. Fisher does not know how they are going to keep the program open from February 20th to July 1st. The Juvenile Justice Providers Association (JJPA) wants to make a specific recommendation that all providers agree to take across the board cuts.

Denise Coleman, Representative from Huckleberry Youth Programs. Opposed Huckleberry House budget cuts and are unable to operate on a $20,000 budget.

Judy Young, Executive Director, Vietnamese Youth Development Center. Opposed the Family Support Program funding cuts on February 20th. Cutting these services will mean that youths will be on the streets, violence will increase, and more kids will be going to the Juvenile Justice System.

Jose, La Raza Representative and JJPA Member. We would like the Probation Commission to reject the proposed cuts and review the processes.

Ricardo Garcia-Acosta, Case Manager, Community Liason for San Francisco General Hospital Trauma Center with UCSF Wraparound Project. Opposed the de-funding of several critical programs that serve victims of violence and supports the JJPA recommendations of taking cuts across the board rather than singling out certain critical programs.

Lizette Gallegos, JJPA member and program coordinator for CARECEN, Central American Resource Center, thru the Second Chance Tattooing Removal Program. Opposed the de-funding of the program. It is the only tattooing removal clinic that is free to San Francisco residents.

3. **Review and approval of the minutes from the meeting of November 12, 2008 (Action Item).** A motion to approve the minutes by Commission President Lingad Ricci passed unanimously. To be recorded as written on November 12, 2008.
No public comments at this time.

4. **Presentation by the Department of Children Youth and their Families on the findings on the latest communities needs assessments (Discussion).**

Director Margaret Brodkin indicated that this year the department will be working on an allocation plan for making recommendations regarding how the resources for the children, youth, and their families should be allocated.

Services such as childcare, good schools, youth employment programs, after school programs, and violent prevention programs are needed.

The Mayor wants to have after school care for all children by 2010.

The Youth Workforce Development is employing youths in the city. The End-Up Program assists youths on probation to get jobs.

Truancy problem is an issue in San Francisco. There are 5000 chronic truants in the city every year. 75% will ultimately drop out of school. Our goal is to have 95% attendance in all schools.

The Mayor has made a commitment for every young person who graduates from high school to attend San Francisco State University. This program is called SF Promise and we are working toward implementing it.

Looking at a program from Minnesota called "Circulated Buses," which travels around the city just for young kids to bring them to school and libraries.

Non-Profits: We have 400 contracts; 200 non-profit. Agencies are not given enough money to stay open.

The Convener Initiative is to bring together all the services in that neighborhood for families.

The Children's Amendment is on the ballot, which requires the city to set-aside a portion of property tax dollars for children and sets a baseline of children's funding.

5. **Reports to the Commission (Discussion):**
    - Status report of CBO Contracts. Chief Siffermann indicated that contracts have been completed, however, some were eliminated due to mid-year cuts.
    - Log Cabin Ranch (LCR) Update Report. The future of LCR was threatened when the population dipped below 15 and by the department's mid-year cuts.
    - Population at Juvenile Hall is 96.
    - Pursuing the idea of sale/lease of City owned property near Log Cabin Ranch as a source of revenue for the City. Commission President Lingad Ricci said that this was proposed in the past and the City Attorney discovered that the title to the land prevents any sale due to certain conditions.
    - Sue Wong, Finance Director, stated that the Mayor's office issued a target to cut 2.1 million from the department to take effect January '09. The final proposal to be cut from our budget was $950,000. In addition, the Mayor's office issued the budget year cut target at 12.5% for 2009-2010, which equals 3.9 million dollars. Commissioner Albright asked if that was a total of 9.1 million dollars for the annualized amount, plus the 25% cuts being asked and Ms. Wong confirmed. Commissioner Albright asked when the mid-year cuts were made, if there was a list of principles and how the decisions were made. Chief Siffermann said that the timing of the request did not provide them to do a focus group.
    - Per the meeting with the Mayor's office and department heads, there will be more cuts. There is a crisis with the economy because SF relies on tourism and conventions, travel taxes, which has affected the economy. The merchants and business rely on this business. Commission Albright suggested a solution around the process. One example, HSA Commission has provided support to staff in making cuts outlining the principles they will make.
    - Mark Morris Associates RFP update at next Programs Committee Meeting

    Public Comment:
    - Mr. Don. Came to show support for the kids at Log Cabin Ranch. He is deeply concerned about the services that are going to be cut and distressed about the future of kids.
    - Bruce Fisher, Huckleberry House Representative. Expressed his concern about Log Cabin and reiterated the across the board department cuts.

6. **Announcements (Discussion):**

President Lingad Ricci moved Items #6 Election of Officers, and Item #7 Retreats, to the next Full Commission Meeting.

Commissioner Albright recommended holding a Special Full Commission meeting prior to Finance Committee meeting to address the budget cuts and to provide input to the department for the budget submission to the Mayor's office due on February 20th.

Commissioner Rojas would also like to address the processes that were used to identify the budget mid-year cuts.

Commission President Lingad Ricci said that Congressman Arroyo from the Philippines visited the Juvenile Justice Center and would like to have an exchange program with our city and the Philippine government.

7. **Adjournment – (Action Item).** There were no further public comments and the meeting adjourned at 7:50 PM.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION SPECIAL MEETING ON BUDGET

Special Meeting Agenda
Thursday, January 29, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Update on Current 2008-2009 Budget – Background Information and Issues Faced (DISCUSSION ONLY)

3. Principles upon which Mid-Year Budget Cuts were made (DISCUSSION ONLY)

4. Discussion regarding General Guiding Principles upon which Fiscal Year 2009-2010 Budget Cuts may be based. Discussion and Possible Action to suggest policy regarding Budget Cuts. (DISCUSSION & POSSIBLE ACTION ITEM)

5. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION SPECIAL MEETING ON BUDGET

Special Meeting Agenda
Thursday, January 29, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Susana Rojas, Vice President
Katharine Albright
Dirk Beijen
Ellouise Patton
Rebecca Woodson

Meeting Minutes

1. **Roll call.**
The Commission President called the meeting to order at 5:45 PM. Commissioners Albright, Beijen, Lingad Ricci, Rojas and Woodson were present. Commissioner Patton was not present. The Department was represented by William Siffermann, Chief Probation Officer; Allen Nance, Assistant Chief Probation Officer; Sue Wong, Finance Director; and Allison Magee, Director of Administrative Services.

2. Update on Current 2008-2009 Budget – Background Information and Issues Faced (DISCUSSION)

- Ms. Magee indicated the department cut 2.6 million from the budget and deleted 17 positions last year.
- This year's target budget cut is 2.1 million. The department cut probation officers and supervisors in the prior year and does not want to jeopardize public safety this year.

Public Comment (Each Speaker Granted Five Minutes):

- Bruce Fischer, Huckleberry House Representative. Opposed budget cuts for Huckleberry House and stressed to take cuts across the board for all programs.
- Katie Risinger, Program Director, Huckleberry House. Opposed Huckleberry House budget cuts and feels it would be detrimental to the kids.
COMM Beijen asked how many kids are referred to Huckleberry House thru Juvenile Hall and Mr. Fisher answered none. He explained that the program was created as an alternative to Juvenile Hall. It was created as a non-institute place for runaways.

- Third Speaker (did not specify name). Opposed Huckleberry House budget cuts and referred to runaways who do not have parents or guardians to come and pick them up once they get arrested.
- GeorgeVega, Clinical Director of Huckleberry Programs. Opposed budget cuts. They provide counseling services for families in crisis and individuals that have mental issues.
- Jenny Price, Director of Programs for Huckleberry Youth Programs. Feels that this is a model program in San Francisco and does not want it cut. Is very concerned because the situation for these at-risk-kids will get worse without any intervention plan.
- Sylvia. Opposed Huckleberry House budget cuts.
- Dan MaCallair, Executive Director, Center on Juvenile & Criminal Justice. Opposed budget cuts. Long-time supporter of Huckleberry House for 20 years. Stated that it is a national model and its success is remarkable.
- Imelda Costa, SF Boys and Girls Club. Their budget was completely cut. The life skills program offers tutoring, mental health services, and community services. Is very concerned for the kids.
- Jacob Moody, Executive Director of Bayview Hunters Point Foundation for Community Improvements. Opposed Huckleberry House cuts and knows the impact of this program on the youth.
- Billy Weber, Huckleberry House Counselor. Opposed budget cuts. Huckleberry House is a place where kids can connect with trusting adults.
- Rosanna Sky, Psychotherapist at Huckleberry Youth Programs. Opposed budget cuts. Would like to see this program continue because she enjoys working and helping kids.
- Linda, Case Manager, Youth Program Center. Our family support program will be cut on February 20th. We counsel youths to get back into the community, and help them build positive relations with family and friends.
- James McElroy, Program Director with Bayview Hunters Point Foundation. Opposed Huckleberry House budget cuts.
- Jenny Beck, Boys & Girls Club. Opposed budget cuts. Their program assists kids-at-risk and gives them incentives by helping them get jobs.
- Ricardo Garcia-Acosta, Case Manager, Community Liaison for San Francisco General Hospital Trauma Center with UCSF Wraparound Project. Opposed budget cuts. Wants to make sure that the youths coming through the trauma center receive the social services they need.
- Patsy, Development Center. Opposed budget cuts. Many of the kids do not have any options regarding services, such as our anger management classes at the Probation Department, which has helped for the past nine years.
- Jay Lang. Would like to see youths have opportunities, such as anger management classes, to give them options to choose the right path in life.
- Jose, La Raza Group Representative. Opposed budget cuts. This group serves youths on probation and gives young people and their families the opportunity with mental health services and reduces recidivism.

3. **Principles upon which Mid-Year Budget Cuts were made (DISCUSSION ONLY)**
   - Chief Siffermann expressed that the department's main intention and purpose was to go back to the Mayor's office to reject all budget cuts. The department provides assessments, supervision services and custodial care for youths that have been referred to court.
   - Juvenile Probation Department (JPD) operates two 24 hour residential facilities: Juvenile Justice Center (JJC) & Log Cabin Ranch (LCR).
   - As part of the supervision and custodial services, JPD identifies development and administers programs for assessment, education, treatment and rehabilitation.
   - Seeks to prioritize general funds and contractual services associated with JJC and involved youths.
   - Another goal was to preserve as many community based contractual services that support the department that work with the highest risk, Juvenile Justice System involved youth, required custodial care, intensive supervision, gender specific programs and alternatives to secured detention, as directed by the court.
   - Seeks to maintain programs facilities and operations standards required in accordance by Federal and State local laws and by those regulations by the Corrections Standards Authorities.
   - The department hopes the Commission will assist in continuing the strength and relationships with the community, services providers and internal stakeholders to ensure an engaging budget process.
   - Seeks to identify additional revenue maximizing strategies that include the implementation of any fees that would be allowable by the welfare and institutions code.

   COMM Rojas asked how many total programs were cut. Chief Sieffermann responded 19, but six do not have any funding.

   COMM Rojas wanted to know the plan to minimize overtime and overcrowding of the Hall when these programs are cut. Chief Siffermann responded that they review the population in the hall on a weekly basis and overtime has been cut significantly.

   COMM Rojas inquired if it was possible to make 25% cuts across the board for all programs. Chief Siffermann has not seen any documents indicating that programs will take these cuts.

   COMM Albright addressed the across the board cuts and wanted to know if this was considered as an option. Chief Siffermann indicated that the department chose not to do the across the board cuts because it would dilute all the programs and stated that this suggestion was made three years ago and was rejected by the Commission.

   COMM Albright wanted a status of the mid-year cuts. Ms. Wong indicated that the mid-year cuts have been made, which totals $600,000, and annualizes next year to 1.5 million, which was taken out of the CBO line.

   COMM Albright asked if the mid-year cuts were presented to the Commission. Chief Siffermann said they were dispatched to the Commission prior to being sent to the Mayor's office.

   COMM Rojas asked what the community and Commission can now do since

the budget has been decided by the department and is now in the Mayor's office. Bruce Fisher, Huckleberry House Representative, suggested speaking to Nani Coloretti, Mayor's Budget Director, to reconsider request.
COMM Lingad Ricci asked if there anymore mid-year cuts in the future. Ms. Magee stated they have been advised by the Mayor's office that there will probably be more mid-year general cuts.

Public Comment:

- Chelsey, Coleman Advocates. Hopes the budget cuts are reconsidered and the right choices are made for the upcoming FY 09-10 budget;
- Valerie, Latino Steering Committee. Opposed the budget cuts and questions the overall budget process. Wants Commissioners to reject the Mayor's cuts.

4. Discussion regarding General Guiding Principles upon which Fiscal Year 2009-2010 Budget Cuts may be based. Discussion and Possible Action to suggest policy regarding Budget Cuts (DISCUSSION & POSSIBLE ACTION)

- COMM Albright asked about the department developing principles with respect to the budget cuts. Chief Siffermann indicated that this was added to the presentation to the guiding principles.
- COMM Woodson inquired about the different policy points. In addition, COMM Woodson asked if there was any discussion of merging JPD with Adult Probation; charging for employee parking or cell phone use; work furloughs; decreasing energy costs; renting out the remodeled facility for graduation or various programs; if the Library was privately funded or can it be turned over to JPD; and overtime costs. Ms. Magee stated that the merger with Juvenile and Adult Probation was considered in the past, however, due to the charter amendment, Adult Probation reports to the court and it would be up to the Mayor. The employee parking would not be revenue and would go into general fund. Cell phone use has been cut in half, however, is a safety issue for Probation Officers. Due to labor issues, the Memo of Understanding (MOU) does not allow work furloughs. Energy has been reduced in our work order. The Library is run by the Public Library under a separate budget and overtime was cut by 45%, down by $600,000 since last year. Renting the remodeled facility is a concern because it's a locked and secured facility and would be a safety issue. The department identified that San Francisco is the only county that does not charge for record sealing and they are looking at that option.
- COMM Lingad Ricci indicated that the sale of the land near Log Cabin was discussed and the city attorney determined that there was a restriction around the land near the facility.
- COMM Albright asked for the total mid-year cuts. Ms. Magee indicated that the total mid-year cuts were $900,000 in capital funding and $621,000 for community programs.
- Finance Committee Meeting has been moved to February 18th to discuss budget consideration and review draft letter to the Mayor.
- There were no public comments.

5. Adjournment (ACTION ITEM)

- The meeting adjourned at 7:55 PM.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, February 11, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Fiscal Year 2009-2010 Budget (DISCUSSION and ACTION ITEM)

4. Reports to the Commission (DISCUSSION ONLY)

   a. Chief's Report
      - Further report on anticipated budget cuts

5. Future Agenda Items (DISCUSSION and ACTION ITEM)

      - Announcements

6. Adjournment (ACTION ITEM)

02-05-09P03:50 RCVD

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, February 11, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Fiscal Year 2009-2010 Budget (DISCUSSION and ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Further report on anticipated budget cuts

5. Election of Commission President and Vice President Officers – Commission President Lingad Ricci (DISCUSSION AND ACTION ITEM)

6. Future Agenda Items (DISCUSSION and ACTION ITEM)

   - Announcements

7. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION SPECIAL FULL MEETING

Special Meeting Agenda
Thursday, February 19, 2009
5:30 p.m.
City Hall, Room 263
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of Ad Hoc Committee Minutes from November 17, 2008 and Full Commission Minutes of January 14, 2009 (ACTION ITEM)

4. Fiscal Year 2009-2010 Budget (DISCUSSION and ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Further report on anticipated budget cuts

6. Election of Commission President and Vice President Officers – Commission President Lingad Ricci (DISCUSSION AND ACTION ITEM)

7. Future Agenda Items (DISCUSSION and ACTION ITEM)

   - Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION SPECIAL FULL MEETING

Special Meeting Agenda
Thursday, February 19, 2009
5:30 p.m.
City Hall, Room 263
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Jacqueline Lingad Ricci, President
Susana Rojas, Vice President
Katharine Albright
Dirk Beijen
Ellouise Patton
Rebecca Woodson

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Meeting Minutes

1. **Roll call.**
   Commission Vice President called the meeting to order at 5:45 p.m. Present were Commissioners Beijen, Woodson, Rojas, Albright. Commissioner Lingad Ricci was excused. Commissioner Patton was not present.

2. **Public Comment**
   There were no public comments.

3. **Review and Approval of Ad Hoc Committee Minutes from November 17, 2008 and Full Commission Minutes of January 14, 2009 (ACTION ITEM)**
   Motion to approve the minutes by Commissioner Beijen, second by Commissioner Woodson, and approved by the rest of the commission.

4. **Fiscal Year 2009-1020 Budget (DISCUSSION & ACTION ITEM)**
   - Ms. Sue Wong, Director of Finance, Juvenile Probation Department (JPD), summarized the High-Level Budget Summary Memo.
   - The department identified $1.45 million in general fund savings; $1.2 million from new revenue and $250,000 from expense reductions. The three fees proposed in the upcoming 2009-2010 budget plan are the Juvenile Hall Daily Fee, Juvenile Daily Camp Fee and the Juvenile Record Sealing Fee. These three fees would yield around $600,000 in new revenue. Based on the population in the Hall, the range of revenue would be from $350,000 to $1.5 million. JPD assumed $600,000 in the budget and will not have a 100%

collection fee. JPD also assumed a sliding fee scale in which families will not be charged the maximum fee allowable by the state.

- The general fund savings is the new partnership with the Department of Public Health that allows JPD to draw down Medi-Cal dollars, referenced as Early and Periodic Screening, Diagnosis and Treatment (EPSDT) program. Every dollar of general fund that we put into case management services, JPD is able to draw down a dollar from Federal and State Medi-Cal dollars. This allows us to maintain our CBO budget, which is $2.1 million and allows us to generate $700,000 in general fund savings. The general fund savings of $250,000 is in expense reductions through position deletions, which has not been identified.
- JPD's budget target reduction was $3.9 million and we have identified only half that amount in general fund savings at $1.45 million.
- Commissioner Albright asked if the layoffs were non-programmed positions and not administrative/clerical staff. Ms. Wong indicated they are administrative positions that do not work directly with the youths. Commissioner Albright wanted to know if the positions were union and if they followed the union collective bargaining agreements. Ms. Wong confirmed.
- Commissioner Woodson asked if there were any costs associated with collecting these new fees and how it's reflected in the budget. Ms. Wong answered that the Treasurer Tax Collector's office would administer the collection of the fee at $100,000 in costs.

  Public Comment:

  Debbie Lehrman, San Francisco Human Services Network. Ms. Lehrman felt that non-profits should be involved when city leaders make decisions that impact programs regarding the budget process. She wants the Commission to ask for further cuts in the department for fear the Mayor will make them. Commissioner Albright wanted to know the process if the Mayor's office wanted additional cuts. Per Ms. Allison Magee, Director of Administrative Services, the Mayor's office will notify them.

  Commissioner Rojas wanted to know the timeline for this process. Ms. Magee stated that the Mayor submits his budget in June and everything has to be done between now and May and will notify the Commissioners.
- The FY 09-10 budget proposal was approved.

5. **Reports to the Commission (DISCUSSION ONLY)**
   - Chief's Report: Chief Siffermann gave an update on Juvenile Justice Center, Log Cabin Ranch and Probation Services: Population in Hall in January '08 was 121 youths and 108 in January '09.
   - Developed a mini-grant program from $300-700 for the units at Juvenile Hall and Log Cabin Ranch through funding from Zellerbach Foundation to enhance the organization capacity. There are 20 kids currently at Log Cabin Ranch.
   - Probation Services has a monthly orientation program for youth who have been placed on probation. It is designed to increase the minor's understanding

and expectation of being placed on probation, as well as what the parents can do to support the youth.

- Commission representation is needed for the Juvenile Justice Coordinating Council (JJCC) and the Facilities Self Inspection Team.
- JPD received an audit from the Corrections Standards Authority in December '08 and Chief Siffermann provided a response. The main item is noncompliance in the year-round school. Log Cabin and Juvenile Justice Center do not have year-round schools. We were given 90 days to comply and resolve. Chief Siffermann contacted the school principal responsible for both facilities, wrote a letter to Superintendent Carlos Garcia and informed the Mayor's liaison to San Francisco Unified School District (SFUSD). Commissioner Albright wanted to know if there has ever been a year-round school or is it a new regulation. Chief Siffermann said it is not a new regulation and that this is the first time it has been identified as a compliance issue. Commissioner Albright inquired about the authority to insure that the school is open and whose budget it falls under. Chief Siffermann said it is the SFUSD's budget and they are trying to address this.
- Commissioner Woodson inquired about JPD's February 13th response to JJPA's January 22nd concerns and requested a Youth Assessment & Screening Instrument (YASI) update. Chief Siffermann stated that a YASI training is scheduled in April. Mark Morris will be making a full presentation at the Programs Committee Meeting. Commissioner Woodson would like to be kept updated on Items #7 (Reentry transition for youth returning from out of home placements) and Item #8 (Future/options for Log Cabin Ranch) of the response.
- There were no public comments.

6. **Election of Commission President and Vice President Officers – Commission President Lingad Ricci (DISCUSSION AND ACTIN ITEM)**
   - Commissioner Beijen nominated Commissioner Woodson for president, second by Commissioner Albright, and approved by the rest of the commission. Commissioner Woodson nominated Commissioner Albright, second by Commissioner Beijen, and approved by the rest of the commission.
   - There were no public comments.

7. **Future Agenda Items (DISCUSSION and ACTION ITEM)**
   - The second draft of the Mayor's Budget letter to be approved will be an item at the next Full Commission meeting for discussion and action.
   - The Programs Committee meeting is scheduled on 2/26.
   - Future agenda items will be appointments to committees.
   - There were no public comments.

8. **Adjournment (ACTION ITEM)**

   The meeting adjourned at 6:51 PM.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

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Regular Meeting Agenda
Wednesday, March 11, 2009
5:30 p.m.
City Hall, Room 408
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of Minutes from February 19, 2009 Meeting (ACTION ITEM)

4. Presentation by Dr. Rochelle Dicker, Director of Wraparound Project (DISCUSSION)

5. Vote to Approve Budget Letter to Mayor Newsom (DISCUSSION/ACTION ITEM)

6. Notice of Committee Assignments (DISCUSSION)

7. General Discussion of Commission Certificate of Recognition (DISCUSSION ONLY)

8. Reports to the Commission (DISCUSSION ONLY)

    a. Chief's Report:
    1. YASI Update
    2. Status of the following:
        - Obtaining state fund for transitional placement
        - Sale/lease LCR property
        - JJC mini-grants
        - CSA inspection and submission of CAP Plan (per letter dated 2/17/09)
    3. Date of presentation to community stakeholders regarding plans for Log Cabin Ranch (in April)

    b. Committee Reports
        - Facilities
        - Finance
        - Programs

9. New Business/Future Agenda Items (DISCUSSION and ACTION ITEM)
    - Retreat
    - Announcement

10. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

REVISED - JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, March 11, 2009
5:30 p.m.
City Hall, Room 408
One Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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3. Review and Approval of Full Commission Minutes from January 29, 2009 and the Finance Committee Minutes of February 18, 2009 Meeting (ACTION ITEM)

4. Presentation by Dr. Rochelle Dicker, Director of Wraparound Project (DISCUSSION)

5. Vote to Approve Budget Letter to Mayor Newsom (DISCUSSION/ACTION ITEM)

6. Notice of Committee Assignments (DISCUSSION)

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    b. Committee Reports
        - Facilities
        - Finance
        - Programs

9. New Business/Future Agenda Items (DISCUSSION and ACTION ITEM)
    - Retreat

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- Announcement

10. Adjournment (ACTION ITEM)

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5:30 p.m.
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Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Jacqueline Lingad Ricci
Ellouise Patton
Susana Rojas

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Meeting Minutes

1. **Roll call**
   The Commission President called the meeting to order at 5:50 PM. Commissioners Albright, Beijen, Rojas and Woodson were present. Commissioner Lingad Ricci was excused. Commissioner Patton was not present. The Department was represented by William Siffermann, Chief Probation Officer.

2. **Public Comment**
   No public comments.

3. **Review and Approval of Full Commission Minutes from January 29, 2009 and the Finance Committee Minutes of February 18, 2009 Meeting (ACTION ITEM)**
   Motion to approve the minutes by Commissioner Woodson, second by Commissioner Albright, and approved by the rest of the Commission.

4. **Presentation by Dr. Rochelle Dicker, Director of Wraparound Project (DISCUSSION)**

- Dr. Rochelle Dicker presented the Wraparound Project and introduced the three case managers, Javier Antezana, Ricardo Garcia Acosta and Michael Texada. The program was created to deflect recidivism that was happening in the hospital. The recidivism rate is a high as 55% and is on the rise.
- The case managers provide the prevention for recidivism. They link clients with our community resources and provide the critical mentorship that many young people are missing at the time that they are injured.

- They finished an economic analysis and it would take only one person to be saved from re-injury for Wraparound to be cost neutral.
- Mr. Antezana added that these kids are not getting re-incarcerated. The case managers go to the bedside once individuals are shot, at their most vulnerable state, and activate a series of crisis response teams that work within the community. They have been well received with the probation officers and would suggest a monthly check-in to identify the individuals that have been impacted by trauma.
- Dr. Dicker added that the backbone of the program are the case managers. The three key components of the program are the cultural competency at a critical moment; being able to really shepherd people directly to risk reduction resources; and the long term follow up.
- No public comments.

5. Vote to Approve Budget Letter to Mayor Newsom (DISCUSSION/ACTION ITEM)

- Commissioner Beijen motioned to approve letter, second by Commissioner Rojas, and approved by the rest of the Commission.
- No public comments.

6. Notice of Committee Assignments (DISCUSSION)

- The Programs Committee is the only active committee, which consist of Commissioners Beijen, Albright and Rojas. All other committees are on hiatus until all vacancies on the Commission have been filled.
- No public comments.

7. General Discussion if Commission Certificate of Recognition (DISCUSSION ONLY)

- The idea is to recognize people in the department, Commission, CBO's, and youths who have made a significant contribution to youths in our community and who are served by the department. The item is to remind everyone about the program and to solicit any names that should be recognized. The timeline for distributing these certificates will be presented at the next full Commission meeting.
- No public comments.

8. Reports to the Commission (DISCUSSION ONLY)

a. Chief's Report

1. YASI Update

- Youth Assessment and Screening Instrument (YASI), presented by Garry Beirenger, Juvenile Detention Alternative Initiatives Coordinator.
- YASI is based on the concepts of best practices and Evidence Based Practices (EBP). YASI assessment is a means to an end, with the end result being the development of a case plan that is going to reduce recidivism.
- EBP is an approach to treatment. A key effort is to use the YASI as a dispositional report. YASI allows us to identify kids who are high-risk.
- The cultural competency is based on the level of the probation officer who is working with that young person.

- Commissioner Woodson inquired about the "means to an end," which is the reduction of recidivism, and wanted to know when facts and figures would be available.
- No public comments.

2. Status of the following:

- **Obtaining state fund for transitional placement:** Chief Siffermann said they do not have exact figures, but is part of a comprehensive plan for LCR. Ms. Allison Magee, Director of Administrative Services, said that they have $2 million dollars from the state through ESPY 81 and hope to have a clinical social worker at LCR to help with therapeutic programming. By having two probation officers, they would work on transition planning and aftercare.
- **Sale/lease LCR property:** Chief Siffermann said the Meditation Society visited LCR for a possible headquarter site and toured the Hidden Valley Ranch facility. Another proposal involves Hidden Valley Ranch as a workforce development Green-Tech Educational Academy available for 18-25 year olds SF residents.
- **JJC mini-grants:** Ms. Toni Powell, Director of Juvenile Hall, reported that the department received a grant from the Zellerbach Company. They are working to have the staff more involved in programming. The goal is to have at least one grant functioning on each unit. Ms. Powell described the "World is Yours" program, which is a travel program where videos of different countries are shown to youths. The goal is to expand their horizon and bring cultural awareness.
  Commissioner Woodson asked Ms. Powell for a "World is Yours" presentation.
- No public comments.
- **CSA inspection and submission of CAP Plan (per letter dated 2/17/09):** Chief Siffermann submitted the action plan to CAP in December. JPD had an exit interview and they are in compliance, except with the year-round school issue. He received a letter from Kevin Kerr, Principal of the Juvenile Court Schools, which said the Unified School District is not in a position to offer year-round school. According to CSA, year-round school should be including summer, breaks over the holidays, and any traditional spring break. Commissioner Albright asked if the school district will do the long-extended summer vacation, but will not do the two-week winter, one-week spring and one-week summer breaks. The Chief confirmed and said that they will be able to adjust the summer program to be in compliance. He read the final paragraph from the California Education Code, "Juvenile Court Schools shall not be closed on any week day of the calendar year, except those week days adopted by the Board of Education, as school holidays or set aside by the Board of Education, for in-service purposes. However, the Board of Education may close Juvenile Court Schools when it deems such closing is necessary to accommodate contingencies." Commissioner Woodson asked if there was any case law or advisory opinion that interprets the language and if there is any precedence for the contingencies.
  Commissioner Albright added that if the County Board of Education were to declare certain days a holiday and still meet the requirements of instructional time for the purposes of the Education Code, then they could make declarations that certain days are holidays and therefore, they would be complying with both the Education Code and the Department would also be complying in providing the mandated time for school year. If the Board of Education were to declare what was a vacation day, under the Education Code, it may give more definition and allow for compliance.

- No public comments.

3. Date of presentation to community of stakeholders regarding plans for Log Cabin Ranch (in April)

b. Committee Reports

- **Programs:** Commissioner Beijen said the Committee had two presentations. The first was by the Center on Juvenile and Criminal Justice (CJCJ) and its mission is to reduce incarceration. It includes the Detention Diversion Alternative Program, known as DDAP. CJCJ works with other agencies to provide Wraparound services to youth. The second presentation was by Mark Morris Associates and described the Zellerbach grant. This grant funded work to help the department with organizational development, implementing evidence based practices, and strengthen community ties.
- No public comments.

9. New Business/Future Agenda Items (DISCUSSION AND ACTION ITEM) Retreat

- Continued updates concerning developments at LCR;
- Updates from Chief Siffermann regarding CSA inspection and whether there was a hearing in Sacramento or any other developments;
- Updates from Chief Siffermann regarding the management meeting regarding the certificate discussed in item 7. Commissioner Beijen will amend the certificate language to propose a quarterly review and recognition for review by the full Commission;
- Commission President will be meeting with Judge Hitchens regarding an appointment to the commission. Filling vacancies is a priority.
- Will discuss the Retreat when all vacancies are filled.
- No public comments.

10. Adjournment (ACTION ITEM)

The meeting adjourned at 7:27 PM.

DRAFT

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 8, 2009
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

04-03-09A08:16 RCVD

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1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that do not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of Full Commission Minutes of January 29, 2009 and February 19, 2009 (ACTION ITEM)

4. Review and Approval of Revised Text of Commission Certificate of Recognition (DISCUSSION AND POSSIBLE ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Status of the 2006-2008 Corrections Standards Authority (CSA) Biennial Inspection of the JJC

6. Future Agenda Items (DISCUSSION and ACTION ITEM)

   - Announcements

7. Adjournment (ACTION ITEM)

*** SUPPORTING DOCUMENTATION FOR JUVENILE PROBATION COMMISSION AGENDA ITEMS THAT ARE NOT CONFIDENTIAL ARE AVAILABLE FOR REVIEW AT THE JUVENILE PROBATION COMMISSION OFFICE, 375 WOODSIDE AVENUE, SAN FRANCISCO, CA 94127, DURING NORMAL BUSINESS HOURS. (415) 753-7800. IF ANY MATERIALS RELATED TO AN ITEM ON THIS AGENDA ARE DISTRIBUTED TO THE COMMISSION MEMBERS AFTER DISTRIBUTION OF THE AGENDA PACKET, THOSE MATERIALS ARE ALSO AVAILABLE FOR PUBLIC INSPECTION AT THE COMMISSION OFFICE, 375 WOODSIDE AVENUE, SAN FRANCISCO, DURING NORMAL OFFICE HOURS.

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102-4689; by phone at (415) 554-7724; by fax at (415) 554-7854; or by email at sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's Web site at http://www.sfgov.org.

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Pauline S... 10:0...
Juvenile Probation ...

Juvenile Probation Commission - 04-08-09 Full Commission Meetin...

Pauline Silva-Re [Pauline.Silva-Re@sfgov.org]

Sent: Wednesday, April 08, 2009 10:02 AM

Hello,

Please note that tonight's Full Commission Meeting has been cancelled.

Thank you.

Pauline Silva-Re
Commission Secretary
415-753-7870

04-08-09P01:21 RCVD

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 29, 2009
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

04-24-09A10:13 RCVD

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1. Roll call

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3. Review and Approval of the Full Commission Minutes of January 29, 2009 and February 19, 2009; and the Programs Committee Minutes of February 26, 2008 (ACTION ITEM)

4. Review and Approval of Revised Text of Commission Certificate of Recognition (DISCUSSION AND POSSIBLE ACTION ITEM)

5. Presentation/Update on Early Morning Study Academy by John Knox (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Status of the 2006-2008 Corrections Standards Authority (CSA) Biennial Inspection of the JJC

7. Future Agenda Items (DISCUSSION and ACTION ITEM)

   - Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, April 29, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Jacqueline Lingad Ricci
Ellouise Patton
Susana Rojas

Meeting Minutes

1. **Roll call**
   The Commission President called the meeting to order at 5:55 PM. Commissioners Albright, Beijen, Lingad Ricci and Woodson were present. Commissioner Patton and Rojas were not present.

2. **Public Comment**
   No public comments.

3. **Review and Approval of the Full Commission Minutes of January 29, 2009 and February 19, 2009; and the Programs Committee Minutes of February 26, 2009 (ACTION ITEM)**
   - Motion to re-approve the Full Commission Minutes of January 29, 2009 by Commissioner Woodson, second by Commissioner Albright, and approved by the rest of the Commission.
   - Motion to approve the Full Commission Minutes of February 19, 2009 and the Programs Committee Minutes of February 26, 2009 by Commissioner Woodson, second by Commissioner Albright, and approved by the rest of the Commission.

4. **Review and Approval of Revised Text of Commission Certificate of Recognition (DISCUSSION AND POSSIBLE ACTION ITEM)**
   - Item moved to the next Full Commission Meeting of May 13, 2009.
   - No public comments.

5. **Presentation/Update on Early Morning Study Academy by John Knox (DISCUSSION ONLY)**
   - John Knox, Education/Vocational Supervisor at JPD, discussed the Early Morning Study Academy GED Stats for July 2008–April 2009, and the Juvenile Hall GED for 2008-2009. The Early Morning Study Academy (G.E.D. Plus) has graduated 43 students to date. Last year, the number of graduates was 25.
   - The Early Morning Study Program will be celebrating their 10-year anniversary and will be having a graduation celebration at City Hall on June 4th.
   - Mr. Knox met with the Juvenile Justice Commission on the issue that girls were not being tested in Juvenile Hall and this has been rectified.
   - No public comments.

6. **Report to the Commission (DISCUSSION ONLY)**
   a. Chief's Report

   - **Status of the 2006-2008 Corrections Standards Authority (CSA) Biennial Inspection of the JJC.**
   - JPD met with a CSA inspector last week in regards to SF Unified School District's (SFUSD) position to extend the summer schedule. A representative from SFUSD and their counsel were present, as well as JPD's counsel, Sallie Gibson. SFUSD is going to provide CSA with the documented school calendar that identifies what days of service SFUSD is in session. Based on CSA's response, this is likely to be accepted and may prevent the need for JPD to appear at the board meeting on May 21st. This has yet to be confirmed.
   - JPD is preparing a document that will be sent to CSA that memorializes the meeting. In addition, SFUSD is also preparing a document that corroborates all the items discussed at the meeting. This will be sent to CSA no later than Monday. Chief Siffermann is prepared to attend the board meeting in May.
   - Magi Work, Field Representative for CSA, offered to provide JPD with technical assistance for JPD to remain in compliance.
   - Commissioner Woodson would like a letter from Ms. Work memorializing the areas in compliance, what the next steps are, and that Ms. Work supports JPD in the area of technical aspects.
   - No public comment.

7. **Future Agenda Items (DISCUSSION and ACTION ITEM)**

   - Commission Certificate of Recognition (Item #4 listed above).
   - Status of Log Cabin Ranch (LCR) and its potential use.
   - No public comments.

8. **Adjournment (ACTION ITEM)**
   The meeting adjourned at 6:25 PM.

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☐ **Pauline S... 2:37 ...**
Juvenile Probation ...

Juvenile Probation Commission - 05-13-09 Full Commission Meetin...

Pauline Silva-Re [Pauline.Silva-Re@sfgov.org]

Sent: Tuesday, May 05, 2009 2:34 PM

The May 13th Full Commission Meeting has been cancelled.

Pauline Silva-Re
Juvenile Probation Commission Secretary
415-753-7870

05-05-09P03:00 RCVD

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Notice of Special Agenda Item for May 13, 2009 Meeting

At its May 13, 2009 meeting, as one of its agenda items, the Juvenile Probation Commission plans to discuss and take action on a proposed revision to its policy on Commission Commendations. Below is the text of the proposed revised policy:

SAN FRANCISCO JUVENILE PROBATION COMMISSION COMMENDATION

- DRAFT -

Resolution #09-XX, adopted XX/XX/09
Sponsored by: Commissioner Dirk J. Beijen on 04/08/09

This resolution replaces the unnumbered resolution, on the same subject, that was drafted & approved by the Program Committee on 06/21/07 and adopted by the Commission on 07/11/07.

It is the policy of the San Francisco Juvenile Probation Commission to award a JUVENILE PROBATION COMMISSION COMMENDATION to deserving individuals or groups that provide outstanding and meritorious service to the Juvenile Probation Department. Such service shall have significantly helped the Juvenile Probation Department in its mission.

Any Juvenile Probation Commissioner or any employee of the Juvenile Probation Department may submit written nomination for the JUVENILE PROBATION COMMISSION COMMENDATION on behalf of an individual or group. The nomination shall be submitted to the Juvenile Probation Commission within 180 days of the service rendered.

When a nomination is received, the President of the Commission shall refer that nomination to a standing Screening Committee composed of the Chief Juvenile Probation Officer, or his/her designee, and two Juvenile Probation Commissioners. The Screening Committee shall investigate the claim of outstanding and meritorious service that has been made in the nomination. That committee shall report back to the Commission with a recommendation no later than 60 days after the Commission first received the application. The Commission shall immediately vote whether to request further investigation, to deny the award, or to approve and award the JUVENILE PROBATION COMMISSION COMMENDATION to the nominee.

Approved JUVENILE PROBATION COMMISSION COMMENDATIONS shall be awarded at regular Juvenile Probation Commission meetings, to be scheduled as needed, in March, June, September, and/or December. The person or group being honored, or a representative of that person or group, may be invited to receive the award in person.

The JUVENILE PROBATION COMMISSION COMMENDATION will be recorded in the Juvenile Probation Commission minutes and shall be represented in the form of a certificate. Any Juvenile Probation Commissioner who supports the award may sign the certificate.

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SAN FRANCISCO JUVENILE PROBATION COMMISSION COMMENDATION

- DRAFT Alternate Version -

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Sponsored by: Commissioner Dirk J. Beijen on 04/08/09

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* * *

SAN FRANCISCO JUVENILE PROBATION COMMISSION COMMENDATION

- DRAFT OF SUGGESTED CERTIFICATE WORDING –

San Francisco Juvenile Probation Commission
COMMENDATION

Presented to

(name of person or group)
By

THE JUVENILE PROBATION COMMISSION

IN RECOGNITION OF YOUR OUTSTANDING AND MERITORIOUS SERVICE

Commission President

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Commissioner

Dated: ___________

Chief Probation Officer

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

06-05-09A09:31 RCVD

Regular Meeting Agenda
Wednesday, June 10, 2009
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Minutes of March 11, 2009 and April 29, 2009 (ACTION ITEM)

4. Welcoming Two New Commissioners: Sarah Ching Ting Wan and Julian Chang (DISCUSSION ONLY)

5. Review and Approval of Revised Text of Commission Certificate of Recognition (DISCUSSION AND POSSIBLE ACTION ITEM)

6. The Log Cabin Ranch Improvement Plan (DISCUSSION AND ACTION ITEM)

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

      - Status of the 2006-2008 Corrections Standards Authority (CSA) Biennial Inspection of the JJC.
      - Protocols for Implementing Juvenile Justice Center Daily Fees.

8. Future Agenda Items (DISCUSSION and ACTION ITEM)

   - Announcements

9. Adjournment (ACTION ITEM)

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Notice of Special Agenda Item for June 10, 2009 Meeting

At its June 10, 2009 meeting, as one of its agenda items, the Juvenile Probation Commission plans to discuss and take action on a proposed revision to its policy on Commission Commendations. Below is the text of the proposed revised policy:

SAN FRANCISCO JUVENILE PROBATION COMMISSION COMMENDATION

- DRAFT -

Resolution #09-XX, adopted XX/XX/09
Sponsored by: Commissioner Dirk J. Beijen on 06/10/09

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SAN FRANCISCO JUVENILE PROBATION COMMISSION COMMENDATION

- DRAFT Alternate Version -

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Sponsored by: Commissioner Dirk J. Beijen on 06/10/09

This resolution replaces the unnumbered resolution, on the same subject, that was drafted & approved by the Program Committee on 06/21/07 and adopted by the Commission on 07/11/07.

It is the policy of the San Francisco Juvenile Probation Commission to award a JUVENILE PROBATION COMMISSION COMMENDATION to deserving individuals or groups that provide outstanding and meritorious service to the Juvenile Probation Department. Such service shall have significantly helped the Juvenile Probation Department in its mission.

Any Juvenile Probation Commissioner or any employee of the Juvenile Probation Department may submit written nomination for the JUVENILE PROBATION COMMISSION COMMENDATION on behalf of an individual or group. The nomination shall be submitted to the Juvenile Probation Commission within 180 days of the service rendered.

When a nomination is received, the President of the Commission shall refer that nomination to a standing Screening Committee composed of the Chief Juvenile Probation Officer, or his/her designee, and two Juvenile Probation Commissioners. The Screening Committee shall investigate the claim of outstanding and meritorious service that has been made in the nomination. That committee shall report back to the Commission with a recommendation no later than 60 days after the Commission first received the application. The Commission shall immediately vote whether to request further investigation, to deny the award, or to approve and award the JUVENILE PROBATION COMMISSION COMMENDATION to the nominee.

Approved JUVENILE PROBATION COMMISSION COMMENDATIONS shall be awarded at regular Juvenile Probation Commission meetings, to be scheduled as needed, in March or September. The person or group being honored, or a representative of that person or group, may be invited to receive the award in person.

The JUVENILE PROBATION COMMISSION COMMENDATION will be recorded in the Juvenile Probation Commission minutes and shall be represented in the form of a certificate. Any Juvenile Probation Commissioner who supports the award may sign the certificate.

* * *

SAN FRANCISCO JUVENILE PROBATION COMMISSION COMMENDATION

- DRAFT OF SUGGESTED CERTIFICATE WORDING –

San Francisco Juvenile Probation Commission
COMMENDATION

Presented to

(name of person or group)
By

THE JUVENILE PROBATION COMMISSION

IN RECOGNITION OF YOUR OUTSTANDING AND MERITORIOUS SERVICE

Commission President   Commissioner   Commissioner   Commissioner

Commissioner   Commissioner   Commissioner

Dated: ____________

Chief Probation Officer

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, June 10, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll call**
   The Commission President called the meeting to order at 5:36 PM. Commissioners Beijen, Chang, Wan and Woodson were present. Commissioner Albright arrived at 5:52 PM. Commissioner Patton was not present.

2. **Public Comment**
   No public comments.

3. **Review and Approval of the Full Commission Minutes of March 11, 2009 and April 29, 2009 (ACTION ITEM)**
   - Motion to approve the Full Commission Minutes of March 11, 2009 and April 29, 2009 by Commissioner Beijen, second by Commissioner Chang, and approved by the rest of the Commission.

4. **Welcoming Two New Commissioners: Sarah Ching Ting Wan and Julian Chang (DISCUSSION ONLY)**
   - Commission President Woodson welcomed the two new commissioners, Sarah Ching Ting Wan and Julian Chang.
   - No public comments.

5. **Review and Approval of Revised Text of Commission Certificate of Recognition (DISCUSSION AND POSSIBLE ACTION ITEM)**
   - Motion to approve Commission Commendation by Commissioner Beijen, second by Commissioner Wan, and approved by the rest of the Commission.
   - No public comments.

6. **Log Cabin Ranch Improvement Plan (DISCUSSION AND ACTION ITEM)**
   - Ms. Allison Magee, Director of Administrative Services, presented the LCR Improvement Plan. She discussed:
     -Shifting from a culture of compliance to introspective group process;
     -Small group size and elusive group movement;
     -Serving Youth in the Least Restrictive Environment/Ample Space for Group Meetings;
     -Unit Based Education;
     -Designated staff teams and group leaders;
     -A Continuum of care, classification, and seamless case management; and
     -An array of Services.
   - Ms. Magee indicated that the Two-Year Budget is at 1.8 million and recommends the Commission approve advancement to show support.
   - Commission Wan wants to view the proposed budget.
   - Ms. Toni Powell, Director of Juvenile Hall, added that kids are up two grade levels and said that giving kids priorities increased their ability to read.
   - Motion to approve resolution by Commissioner Beijen, second by Commissioner Albright.
   - First Public Speaker: Supports Re-Entry Plan. She stated that her office is in support and is committed to the plan.

7. **Report to the Commission (DISCUSSION ONLY)**
   a. **Chief's Report**

   - **Status of the 2006-2008 Corrections Standards Authority (CSA) Biennial Inspection of the JJC.**
   - CSA found JPD in compliance will all Title 15 and 24 requirements of the California Code of Regulations and found JPD suitable for the detention of minors.
   - No public comments.

   - **Protocols for Implementing Juvenile Justice Center Daily Fees.**
   - Ms. Sue Wong, Director of Finance, gave a quick overview on fees and how they will be implemented. She indicated that the average program is 50 weeks at around $9,000/per year. At this time, the length of stay is unknown.
   - No public comments.

8. **Future Agenda Items (DISCUSSION and ACTION ITEM)**

   - Announcements:
     -Commissioner Chang is now on the Programs Committee and Commissioner Wan is now on the Finance Committee. The Facilities Committee is still on hiatus.
     -Joanna Hernandez would like to address the Commission at the next Full Commission Meeting scheduled on July 8th.

9. **Adjournment (ACTION ITEM)**
   The meeting adjourned at 6:52 PM.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

07-02-09P04:12 RCVD

Regular Meeting Agenda
Wednesday, July 8, 2009
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that do not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Minutes of June 10, 2009 (ACTION ITEM)

4. Juvenile Hall - Mini-Grant Programs Update
   - World Is Yours Presentation by Toni Powell (DISCUSSION ONLY)
   - Study Hall and Young Father's Program Presentation by Joseph Tanner, Boys' Unit 4 (DISCUSSION ONLY)

5. Parent Handbook Update by Joanna Hernandez (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   Log Cabin Ranch Update
   - Update on Urban Sprouts
   - MYSI Training
   - Feedback regarding meeting with SEIU and LCR Counselors

   Victim Offender Mediation

   Budget update
   - Decision to rescind fee request and corresponding adjustments

7. Future Agenda Items (ACTION ITEM)

   Announcements
   - Finance Committee: Katharine Albright, Sarah Wan and Rebecca Woodson
   - Programs Committee: Dirk Beijen, Julian Chang and Rebecca Woodson

8. Adjournment (ACTION ITEM)

*** SUPPORTING DOCUMENTATION FOR JUVENILE PROBATION COMMISSION AGENDA ITEMS THAT ARE NOT CONFIDENTIAL ARE AVAILABLE FOR REVIEW AT THE JUVENILE PROBATION COMMISSION OFFICE, 375 WOODSIDE AVENUE, SAN FRANCISCO, CA 94127, DURING NORMAL BUSINESS HOURS: (415) 753-7870. IF ANY MATERIALS RELATED TO AN ITEM ON THIS AGENDA ARE DISTRIBUTED TO THE COMMISSION MEMBERS AFTER DISTRIBUTION OF THE AGENDA PACKET, THOSE MATERIALS ARE ALSO AVAILABLE FOR PUBLIC INSPECTION AT THE COMMISSION OFFICE, 375 WOODSIDE AVENUE, SAN FRANCISCO, DURING NORMAL OFFICE HOURS.

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102-4689; by phone at (415) 554-7724; by fax at (415) 554-7854; or by email at sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's Web site at http://www.sfgov.org.

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CITY ANDCOUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, July 8, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll call**
The Commission President called the meeting to order at 5:37 PM. Commissioners Beijen, Chang, Wan and Woodson were present. Commissioner Albright arrived at 5:45 PM. Commissioner Patton was not present.

2. **Public Comment**
No public comments.

3. **Review and Approval of the Full Commission Minutes of June 10, 2009 (ACTION ITEM)**
   - Motion to approve the Full Commission Minutes of June 10, 2009 by Commissioner Chang, second by Commissioner Beijen, and approved by the rest of the Commission.

4. **Juvenile Hall - Mini-Grant Programs Update (DISCUSSION ONLY)**
   - Study Hall Program. Presented by Joseph Tanner, Boys' Unit 4, Rachel Bernstein and Nicki Givens. The program, with SFUSD and SF Public Library, gives youths an opportunity to graduate with their GED. It is self-motivating and they have 14 youths in the program. The classes are held twice a week for an hour. Because of space constraints, they are only allowing kids that are highly recommended by their counselors or teachers. They have not had any issues with discipline. They would like to have more counseling staff available to escort and supervise youths and more computers. Supervisor Chang referred them to DTIS for broadband stimulus funds for computer needs through NTIS. Allen Nance, Assistant Chief Probation Officer, said they are looking within the department to donate computers to this project.
   - Young Father's Program. Mr. Tanner expressed that there has never been a program at Juvenile Hall for young men to learn how to raise children. There are 17 young fathers participating in this program. It is a 30 minute group discussion, with a spiritual adviser, regarding responsibility, bonding and maturity.
   - World is Yours Presentation. Toni Powell, Director of Juvenile Hall, stated that the program was created by a counselor who wants to pass on his love for travel. His proposal is based on three parts: orientation to discuss a country or region; a 30-minute video; and a specific travel program, which consists of seven videos and food from that region, if possible. The goal is to expose youths to other countries. Program should start in 30 days, however, it has yet to be funded.
   No public comments.

5. **Parent Handbook Update by Joanna Hernandez (DISCUSSION ONLY)**

- Joanna Hernandez, Lottie Tidus and Camille Dockins expressed their concern for a parent handbook for families whose kids are in custody and the need for instructions on what to do when a child is arrested. Parents have been meeting every Monday and drafted a parent handbook to assist families going through this process. Mr. Nance is very supportive of this group and expressed that Vince Tong is the contact person for the Language Line Resource for families who need a translator. Garry Bieringer, JDAI Coordinator, is working with the group on the parent handbook to be more user-friendly to include questions and answers for parents regarding detention, adjudication, support and key phone numbers. The draft booklet, which will be in Spanish and Chinese, should be ready by the end of July, and completed by August.
- No public comments.

6. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report provided by Mr. Nance.

LCR Update: On July 5th, youths were moved from LCR to JJC, for the duration of staff training and were enrolled in a school program. The LCR staff maintained contact with them throughout the day and evening.

Update on Urban Sprouts: Youths have been working closely with Urban Sprouts representatives at LCR putting together equipment, planting flower beds, and shoveling mulch and gravel. This is one of the project based learning initiatives targeted at LCR and JPD is working in partnership with SFUSD teachers, who developed their curriculum around this program.

MYSI Training: The Missouri Youth Services Institute Training began on July 5th and will continue through July 17th with LCR staff, CBO's, DHS, Boys & Girls Shelter and group homes to introduce the new program. JPD is planning on holding an orientation for judges and attorneys next month so they are aware of the basic components of this model.

Feedback regarding meeting with SEIU and LCR Counselors: SEIU leadership, Union Representative Margo Reed and LCR Counselors were present and expressed concern regarding the level of commitment to this initiative. Mr. Nance shared the commitment of the Juvenile Probation Commission, the Mayor's office and administration to support, encourage and guide this effort forward. As a result, there was a level of enthusiasm and resolve from the staff in preparation of this training. The Commission can attend the orientation which will be scheduled the second or third week in August. Commissioner Wan is looking forward to a site visit at LCR.

Victim Offender Mediation: Funded through the Violence Prevention Grant provided by the City to restore justice. Victim and offender are able to meet and engage in dialogue. It provides the victim the opportunity to ask questions about the incident, share with the offender the degree of harm done, and provides the offender the opportunity to express his level of remorse. With facilitators, two offenders at JJC will meet with their victims in around six weeks.

Budget update provided by Sue Wong, Director of Finance: Ms. Wong provided a summary of the changes that took place at the Board of Supervisors Budget and Finance Committee meeting. The budget is not final until the Full Board passes it on July 30th, but JPD does not anticipate any changes. The two key proposals submitted, the Daily Fee and to outsource JPD's food service, were rejected by the Budget Committee. The Budget Committee identified other revenue to offset the proposed outsource food service cut. Due to financial hardship on families, JPD decided to withdraw the Daily Fee proposal. In lieu of the fee revenue, JPD identified other cuts in the budget, primarily in materials and supplies, and facilities and maintenance. JPD sustained an additional $260,000 in additional cuts to the overall budget. No additional staffing cuts have been made. The $20,000 LCR cut does not impact the proposed program.

No public comments.

7. Future Agenda Items (ACTION ITEM)

- Chief's report: Date for MYSI orientation;
- Update on Victim Offender Program;
- Update on 07/13 Parent Meeting by Commissioner Chang;
- Update on final budget when Full Board passes it on July 30th;
- Update on the status and development of Parent Handbook by Garry Bieringer;
- Update report on status of stimulus dollars.

Announcements:

- Finance and Programs Committees will resume. Commissioner Wan will consider being Chair of Finance Committee. Commissioner Beijen will be Chair of Programs Committee.

8. Adjournment (ACTION ITEM)

The meeting adjourned at 7:15 PM.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, August 12, 2009
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Minutes of July 8, 2009 (ACTION ITEM)

4. DCYF's Presentation on Children's Services Allocation Plan (CSAP) (DISCUSSION ONLY)

5. Update on the status and development of Parent Handbook by Garry Bieringer and update on 07/13/09 Parent Meeting by Commissioner Chang (DISCUSSION ONLY)

6. Resolution Advancing LCR Plan by Allison Magee (DISCUSSION and ACTION ITEM)

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on MySI implementation
   - Update on Victim Offender Program
   - Update on Final Budget passed by the Board of Supervisors on July 30th
   - Update report on status of stimulus dollars

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8. Public Comment on all matters pertaining to Closed Session

9. Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)

10. Closed Session

Pursuant to Government Code section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1): (DISCUSSION ONLY)
CONFERENCE WITH LEGAL COUNSEL : Pending Litigation

Oliphant et al. v. CCSF et al., United States District Court, Northern District of California, Case Number C08-5048

Lam et al. v. CCSF et al., United States District Court, Northern District of California, Case Number C08-4702

(OPEN SESSION)

11. Future Agenda Items (ACTION ITEM)

Announcements
- Katharine Albright will be Chair of Finance Committee

12. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, August 12, 2009
5:30 p.m.
City Hall, Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll call**
   The Commission President called the meeting to order at 5:39 p.m. Commissioners Albright, Beijen, Chang, and Woodson were present. Commissioner Wan arrived at 6:19 p.m. Commissioner Patton was not present.

2. **Public Comment**
   No public comments.

3. **Review and Approval of the Full Commission Minutes of July 8, 2009 (ACTION ITEM)**
   - Motion to approve the Full Commission Minutes of July 8, 2009 by Commissioner Chang, second by Commissioner Beijen, and approved by the rest of the Commission.

4. **DCYF's Presentation on Children's Services Allocation Plan (CSAP) (DISCUSSION ONLY)**
   - Maria Su, Director, discussed three key principles: 1) aligning investments with public partners; 2) being targeted and purposeful with their investments; and, 3) they want to improve their current systems and build upon what their current CBO's are doing. They want to be very strategic and target the most vulnerable children, youth and families involved in different systems.
   - For FY 09/10, there was a $10,000,000 reduction to both their children's fund and general fund. The department has two main funding streams: a children's fund, which is $ .03 of every $100 of assessed property tax that makes up 2/3 of their

budget, and the remaining 1/3 is the general fund, which is discretionary city dollars. For FY 2010, they are now at $67,000,000. A slight overall reduction was made for the closed allocation plan and due to the budget crisis, these projections will decrease.

- The Wellness Initiative, a mental health program, is in all city high schools and students have access to this program. Some of their CBO's come into the Wellness Centers to provide group counseling or after school programs. They also have a mental health commission onsite to help any young person.
  COMM Beijen asked how families that are not in the system can access this information. Ms. Su said through their schools and CBO's.
- DCYF finished a labor intensive process called the Family Resource Centers, which will be in different neighborhoods and target specific populations. This is a way for families to come off the street and come into the centers to receive support and services. They are working with other city departments to create a referral system and are working with CBO's to work more closely with JPD's Probation Officers.
  COMM Albright asked if the joint partnership between JPD, MOCI and DCYF envisioned the same kind of aligned process as the Family Support Program and if she thought about involving the CBO's in that aligned process. Ms. Su expressed that they want to continue the aligned process and partnership between the four departments. A good public policy has a strong evaluation component and their evaluation manager, Laura Moye, has worked to bring in an independent evaluator specifically for the Violence Prevention Initiative.
- **Public Comment**
- Joanna Hernandez, parent, wanted to know who was in charge of the Violence Prevention Initiative, what experience they bring, and who are the new policy people advocating for the CBO's. Ms. Su said that DCYF absorbed MOCI violence prevention director and DHR has posted the position. That person will need to know how all three departments work together. They are hoping to have someone by September.
- No further public comments.

5. **Update on the status and development of Parent Handbook by Garry Bieringer and update on 07/13/09 Parent Meeting by Commissioner Chang (DISCUSSION ONLY)**
   - Garry Bieringer, Juvenile Detention Alternative Coordinator, stated that he and Chief Siffermann reviewed the final draft, made their comments and recommendations, and sent it back to Julia Sabory from the Youth Commission, who is coordinating the production. Ms. Sabory has been in touch with the graphic artist, who has most of the layout done. It should be sent to the printer within a week or two. The next step is to have it translated in two languages: Chinese and Spanish.
     COMM Chang would like to view the draft prior to it going to press and commends the parents who have worked on the handbook.
     COMM Beijen would like to view the draft prior to the Programs Committee Meeting on August 17th.
   - COMM Beijen and Chang attended the Parent Meeting on July 13th. Both Commissioners were very impressed with all the work going on. These parents are very sincere and want to remain partners in their court involved youth.

- **Public Comment**
- Joanna Hernandez, parent, expressed her gratitude for the presence of the Commissioners and is starting a support group in San Mateo County.
- No further public comments.

6. **Resolution Advancing LCR Plan by Allison Magee (DISCUSSION and ACTION ITEM)**
   - Allison Magee, Director of Administrative Services, presented a draft resolution. Ms. Magee said that the resolution was not sent to the Commissioners prior to the meeting, but had copies for everyone.
     COMM Woodson said that she was asked to move the closed session forward on the agenda. Ms. Magee suggested that she propose the resolution, have discussions prior to the next meeting, and place it on the upcoming agenda.
     COMM Albright wanted to be sure that if there are any discussions, that it happen in an open forum.
     COMM Woodson suggested that the commissioners take a look at the resolution and have comments ready at the next meeting.
   - **Public Comment**
   - Donald Sanders, member of the public, wanted to know if the parents, children or CBOs were involved in preparing the resolution for LCR. Ms. Magee stated that she had not reached out, but can invite public comment or input from parents at the next meeting.
     COMM Woodson stated that the draft would be posted on the website so that people can access it. It will be placed for discussion and action item at the next meeting. If people have questions on the language they can discuss it with Ms. Magee and the Commission at that time.
     COMM Albright indicated the MySi process had a significant amount of community input. A formal recommendation from the Commission to approve the process and that there will be a significant amount of public input. Ms. Magee agreed.
     COMM Albright indicated that there should be a "whereas clause" indicating a significant amount of community input.
   - No further public comments.

7. **Report to the Commission (DISCUSSION ONLY)**

   a. Chief's Report

   - Update on MySi implementation: Tim Diestel, Assistant Director, said the MySi training is an approach, a way of communicating with kids and coordinating services. The dorm was renovated and they have new carpets, fresh paint, privacy barriers installed in the bathrooms, and new tiles. Furniture delivery is expected and new computers in the recreation area. With Urban Sprouts, the old tennis courts became the new garden area and they have been growing snap peas, squash, strawberries, herbs, and tomatoes. The youths installed a new drip system over the weekend. The staff meets before each shift, they check-in with the kids, and move as a group to each activity. The check-in is a "circle" where they address issues, called "teachable moments." The training established a saying, "we are not okay, unless we are all okay," and it is said at every circle to address communication break-downs. We will continue to add vocational trainings, partnerships with SF Conservation Corps, and continue to work with MST for aftercare programs. Chief Siffermann said that they are holding an open house at the ranch for judges and commissioners at the end of September and will notify the Commission.

- Update on Victim Offender Program; Chief Siffermann expressed that they have two cases getting ready for this program. They are contacting the victims, victims of assault with great bodily harm, with the prospect of mediation. The youths are already adjudicated. This is a special program that is in the interest of balance and restorative justice.
- Update on Final Budget passed by the Board of Supervisors on July 30th: Ms. Magee said that the final budget passed. The one change that might impact JPD is that DCYF received significant amount of add backs for programming and Maria Su said they might collaborate to enhance some of the programs that might not have been funded in our first round of RFP's. 3% was trimmed from the budget.
- Update report on status of stimulus dollars: Chief Siffermann said the DOJ Grant application will allow us to commission two probation officers to work in the community based activities. They expect to hear more in September.
- No public comments.

8. Public Comment on all matters pertaining to Closed Session

- No public comments.

9. Vote on whether to hold Closed Session.
(San Francisco Administrative Code Section 67.10) (ACTION ITEM)

- COMM Chang motioned to go into closed session and it was agreed upon by the rest of the Commission. COMM Woodson said the motion carried and they will now go into closed session.

10. Closed Session

Pursuant to Government Code section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1): (DISCUSSION ONLY)
CONFERENCE WITH LEGAL COUNSEL : Pending Litigation

Oliphant et al. v. CCSF et al., United States District Court, Northern District of California Case Number C08-5048

Lam et al. v. CCSF et al., United States District Court, Northern district of California, Case Number C08-4702

(OPEN SESSION)

COMM Beijen motioned to not disclose the closed session, second by COMM Albright, and a unanimous decision was made by the Commission.

No public comments.

11. Future Agenda Items (ACTION ITEM)

Announcements

- Katharine Albright will be Chair of Finance Committee.

12. Adjournment (ACTION ITEM)

The meeting adjourned at 7:15 p.m.

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

09-04-09P03:55 RCVD

Regular Meeting Agenda
Wednesday, September 9, 2009
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Minutes of August 12, 2009 (ACTION ITEM)

4. Resolution Advancing LCR Plan by Allison Magee (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

    a. Chief's Report

    - Introduction of the new Director of Probation Services

6. Future Agenda Items (ACTION ITEM)

    Announcements

    - Finance Committee is scheduled to meet on Wednesday, September 30, 2009 at 2 p.m. in JPD's Main Conference Room

7. Adjournment (ACTION ITEM)

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Today

Pauline Sil... 12:50 ...
Juvenile Probation ...

Juvenile Probation Commission - 09/09/09 Full Commission Meetin...

Pauline Silva-Re [Pauline.Silva-Re@sfgov.org]

Sent: Wednesday, September 09, 2009 12:50 PM

The September 9th Full Commission Meeting has been cancelled.

Thank you.

****

Pauline Silva-Re
Commission Secretary
Juvenile Probation Commission
work: (415) 753-7870
pauline.silva-re@sfgov.org

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
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City Hall, Hearing Room 408
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1. Roll call

2. Public Comment

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5. Report to the Commission (DISCUSSION ONLY)

    a. Chief's Report

    - Introduction of the new Director of Probation Services
    - Report on grant applications
    - Swearing-in ceremony for staff member(s)
    - Department updates

    b. Committee Reports

    - Programs
    - Finance

6. Future Agenda Items (ACTION ITEM)

    Announcements

    - Next Programs Committee meeting will be held the first week of November at LCR. The date has yet to be determined.

7. Adjournment (ACTION ITEM)

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Regular Meeting Minutes
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Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll call**
   - The Commission President called the meeting to order at 5:45 p.m. Commissioners Albright, Beijen, Chang, and Woodson were present. Commissioners Wan and Patton were not present.

2. **Public Comment**
   - No public comments.

3. **Review and Approval of the Full Commission Minutes of August 12, 2009** (ACTION ITEM)
   - Motion to approve the Full Commission Minutes of August 12, 2009 by Commissioner Albright, second by Commissioner Beijen, and approved by the rest of the Commission.
   - No public comments.

4. **Resolution Advancing LCR Plan by Allison Magee (DISCUSSION ONLY)**
   - Commission President Woodson asked if the Commissioners had any comments or revisions to this draft plan before it is voted on at the next Full Commission meeting. There were no comments or revisions.
     Commissioner Chang commended the staff with adopting the Missouri model, because it is recognized as a national model.
   - No public comments.

5. **Report to the Commission (DISCUSSION ONLY)**

b. **Committee Reports**

(Committee Reports went before the Chief's Report because Chief Siffermann was caught in traffic).

- **Programs:**
  COMM Beijen said the committee met on August 17th. They heard from the parents' group and committed to stay in touch with this group and assist in any way they can as a committee. The committee also heard from YGCIC and they discussed their programs. The next meeting is scheduled for Wednesday, November 4th at LCR and will hear a presentation on the Missouri Youth Service Institute approach by the staff and residents. On September 25th, COMM Beijen attended a presentation by the LCR staff, Louis Molten and Tim Diestel, as well as a resident, who expressed their support for this approach and presented this program to the judges.
  COMM Chang said they received the report from the Early Morning Academy and the numbers were impressive. The Early Morning Academy has the highest graduation rate in San Francisco and that is to the credit of the staff, volunteers and students.
- No public comments.

- **Finance:**
  COMM Albright said the committee met on September 30th and Sue Wong, Finance Director, gave an overview of the department's finances. The department has taken the necessary cuts in the last fiscal year through layoffs, as well as other significant administrative cuts, and the state reductions have been much smaller than they are in the city. Although there will be an impact from the state cuts, it will be much smaller on the department. The cuts that the city will feel will be taken by other departments. There continues to be an issue around a structural deficit with salary lines and the Finance Committee is going to continue working with the department to get a better understanding and be advocates for the department to cure this deficit. In addition, at the next meeting or by email, Ms. Wong will prepare reports on a periodic basis both on the FY 09-10 final budget summary with a line item breakout of expenses and where we are to date, as well as where we are from actuals to year projected and what the variance is. We will have periodic meetings as needed. Ms. Wong added that the mid-year cut has been pushed off until next year.
  COMM Chang said that we were prepared for a worse situation and asked where we were at. Ms. Wong said that in August, when the state passed their budget, the city was going to take a $123 million in revenue shortfall. The Mayor's budget office would have issued a round of mid-year cuts, probably 2-5% out of JPD's budget, requesting each department to submit that cut. The shortfall was $8.5 million. At the city level, it was sustained primarily in two departments, Public Health and Human Services. Their budget is $1 billion and $700 million and they were able to absorb the $8.5 million shortfall. That's the good news on the city level. Relative to JPD's budget, we are living within our budget but have a structural deficit in our salary budget. We need more money for salaries to sustain the existing level of staffing at JPD. We have been having a million dollar shortfall in salaries and have had conversations with the Mayor's budget office, but because of the typical budget situation at the city level, we have never had a chance to add money to our salary budget and we see this year after year. We are going to meet with the new budget director, Greg Wagner, in the next week to

discuss this issue again.
COMM Woodson asked that after the meeting with Mr. Wagner, what is the time period to make any adjustments and what is the feasibility of that. Ms. Wong said that it won't happen until the next budget year. If salaries become too high, they begin to freeze all requisitions for hires, even if they are backfills.

- No public comments.

a. **Chief's Report**

- **Introduction of the new Director of Probation Services:**
- Chief Siffermann introduced the new Director of Probation Services, Therese Wagner. Ms. Wagner comes from the state of Arizona with a career of over 20 years in probation work. Ms. Wagner said she is looking forward to working with the Commissioners and JPD staff to help advance the Moving Forward Initiative and with the goals and mission of the department.
COMM Woodson welcomed Ms. Wagner and asked if the Moving Forward Initiative was a formal program. Chief Siffermann said the program helps build the capacity of our staff and partnerships with the CBO's, as well as importing best practices into our work.
COMM Chang welcomed Ms. Wagner and said that what they learned in working with the parents in the development in the parents' handbook was the necessity of accessibility in language for the parents of children who are in the system. CBO's are an untapped resource in terms of everything from language translation services to specific training modules and are eager to help.
- No public comments.

- **Report on grant applications:**
- Ms. Magee reported that the department did not receive funding through the stimulus grants that were offered through DOJ. JPD did receive a federal grant called the Second Chance Act for Juvenile Offenders. This proposal was submitted by JPD, Public Defender, and the CJCJ where they are trying to improve the transition planning and aftercare for kids returning from out-of-home placement. This grant establishes a reentry court, where six months after going to out-of-home placement, a preliminary plan is prepared by a partnership that consists of a placement probation officer, public defender, and a case manager from CJCJ. The plan is proposed, updates at three months, and at nine-months, the plan is finalized. CJCJ helps with the final aftercare once the child returns. The grant is $600,060 and is in the early stages of planning. It funds the full salary and benefits for an additional probation officer at JPD, a social worker for the Public Defender, a case worker for CJCJ, and some training and travel money to be shared. The metrics to be tracked are generally for recidivism and actual case planning process, such as whether or not mental health needs were identified for each child. There is discussion with JPD and the Reentry Counsel about additional grant funds from private foundations to fund a formal evaluation about these efforts.
- No public comments.

- Garry Bieringer reported on the Corrections Standards Authority grant application. The application will set up a partnership with the Bayview Police Station. 30% of San Francisco youths arrested live in the 94124 zip code and falls within the Bayview Police Station area. We want to develop a partnership with that station and work with youths who get the first or second contact with the JJC, so that we can make an impact on them before they get more deeply involved in the system. We also want to focus on the two biggest factors that contribute to kids coming into the system, which are robberies and kids who are detained on some type of a warrant. If we can make some type of impact, we are going to reduce both the numbers in the system and the disproportionality. The RFP identifies that each county needs to bring in an expert consultant to help with training and analysis. The last focus of the proposal will be on the implementation of evidence based practices to help young people change their thinking. If funded, the first six months will be used for planning. The second six months will be the implementation phase. It is a three year grant and we asked for the maximum of $100,000 per year. If we meet the measurement of the first year, we will be funded for the next year and the year after that. We should hear something by November 15th.

- No public comments.

- **Swearing-in ceremony for staff member(s):** Chief Siffermann administered the oath of office to Clyde Livingston, Macey O'Johnson and Gary Thompson. They were presented with a badge representing the authority, responsibility and duty as counselors at LCR and Juvenile Hall. A supervising counselor at LCR, Troy Hines, was unable to attend and will be presented a badge at a later date.

- **Department updates:** Chief Siffermann stated the SFPD expressed interest in vacant office space, the W1 cottages, at JPD. This is now available until the courts build a new center on that site. The SFPD and Office of Citizen Complaints are working together in developing the revision to the department general order 7.01, which recognizes the need to keep youths out of police stations, where adults are processed.
- No public comments.

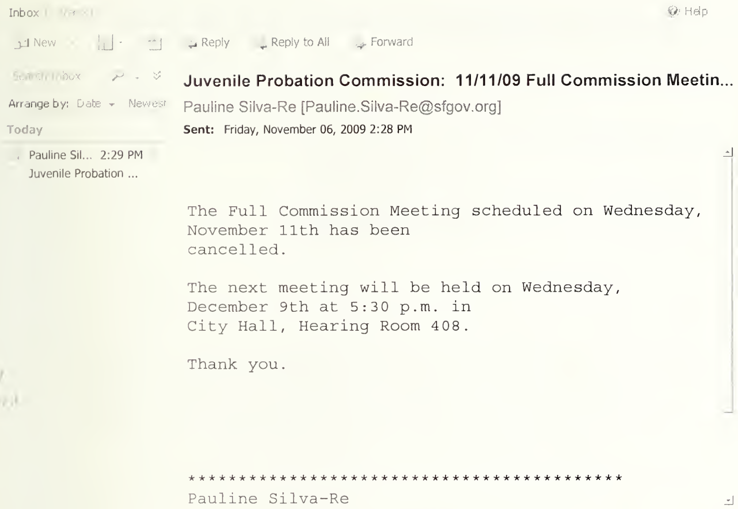
6. **Future Agenda Items (ACTION ITEM)**

Announcements

- Next Programs Committee meeting will be held on November 4th at LCR.
- The November 11th Full Commission Meeting is cancelled due to the holiday.
- Resolution Plan Advancing LCR to be voted on at the next Full Commission Meeting.
- Second Chance Act Grant to be discussed by Allison Magee.
- No public comments.

7. **Adjournment (ACTION ITEM)**

The meeting adjourned at 6:43 p.m.



Juvenile Probation Commission: 11/11/09 Full Commission Meetin...

Pauline Silva-Re [Pauline.Silva-Re@sfgov.org]

Sent: Friday, November 06, 2009 2:28 PM

The Full Commission Meeting scheduled on Wednesday, November 11th has been cancelled.

The next meeting will be held on Wednesday, December 9th at 5:30 p.m. in City Hall, Hearing Room 408.

Thank you.

****

Pauline Silva-Re

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3. Review and Approval of the Full Commission Minutes of October 14, 2009 (ACTION ITEM)

4. SingleStop USA Presentation by Elena Chavez Quezada (DISCUSSION ONLY)

5. Resolution Advancing LCR Plan (ACTION ITEM)

6. Report to the Commission (DISCUSSION ONLY)

    a. Chief's Report

    - Update on "Study Hall and Young Father's Program" by Joseph Tanner
    - Update on "Moving Forward Initiative" by Allison Magee
    - Update on "Second Chance Act for Juvenile Offenders" by Allison Magee
    - Update on "CSA $100K Grant Application" by Garry Bieringer
    - Update on "JJC Census Report" by Chief Siffermann
    - Department updates

    b. Committee Reports

    - Programs
    - Finance

7. Future Agenda Items (ACTION ITEM)

    Announcements

8. Adjournment (ACTION ITEM)

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Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll call**
   The Commission President called the meeting to order at 5:30 p.m. Commissioners Beijen, Chang, Wan and Woodson were present. Commissioners Albright arrived at 5:34 p.m. Commissioner Patton was not present.

2. **Public Comment**
   Joanna Hernandez, Families Understanding the System, said their group will be meeting twice a month and that the Parent Handbook has been finalized and published. Chief Siffermann said that Garry Bieringer would be here tonight with copies for the Commission.
   No further public comments.

3. **Review and Approval of the Full Commission Minutes of October 14, 2009**
   (ACTION ITEM)
   - Motion to approve the Full Commission Minutes of October 14, 2009 by Commissioner Beijen, second by Commissioner Chang, and approved by the rest of the Commission.
   - No public comments.

4. **SingleStop USA Presentation by Elena Chavez Quezada (DISCUSSION ONLY)**
   - Elena Chavez Quesada, Program Director, said that SingleStop USA was founded on the principles that there are over $65 billion dollars in public benefits and tax credits that are not being utilized and that there are over 20 million people living below the federal poverty level. SingleStop consist of the following services: benefits, legal, financial and tax credits. It provides free, confidential, one-on-one advice in the following areas: free assistance with getting benefits (food stamps, child care, health insurance, etc.), free financial help (credit and debt issues, budgeting, savings, etc.), free legal advice (housing, public benefits, family law, etc.), and free tax preparation. SingleStop connects clients with resources that lead to self sufficiency. They provide services, typically distributed through community partners, targeted to underserved, low-income households. SingleStop is primarily funded through private philanthropies, drawing down federal funding for food stamps, Medicaid and funding through the Mayor's Office.
   - No public comments.

5. **Resolution Advancing LCR Plan (ACTION ITEM)**
   - Recommending the Board of Supervisors allow the Juvenile Probation Department to Advance the Plan for LCR.
   COMM Beijen said that in regards to the MYSI approach, the Program Committee met on November 4th at LCR to see what they had done under the Missouri Youth Services Institute (MYSI). Two youths spoke enthusiastically about their recovery, prospects, the safe environment and education

opportunities. The approach had not changed since LCR opened in 1953. The facility was closed for two weeks and the staff was trained.
COMM Beijen motioned to pass the resolution, second by COMM Chang and approved by the rest of the Commission.

- No public comments.

6. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report

- **Update on Study Hall and Young Father's Program by Joseph Tanner**. Mr. Tanner said the Study Hall Program started in February '09 and there are 21 young men in the program. It has inspired young men in the Hall to move forward with their education.
  The Young Father's Program meets every Sunday at 10 a.m. This program shows young men that there is a different way to raise their children. Since the program started, they have been asked to speak at group homes and to expand within the Hall. Karen Brown, care coordinator, added that the youths have seen the negative patterns of their fathers and want to show their children something different. They want to empower the youths in setting goals and keeping them. They build service plans with youths and follow up with them upon release. Jim Martin, coordinator and director of Bayview YMCA, feels it is important for incarcerated youths to develop a positive development toward fatherhood. He helped develop the structural needs of this program on the outside. This program began in the institution and will work toward the after care program.
  COMM Beijen asked COMM Woodson to consider "appointing a committee to carry out the duties and investigating the worthiness of a Juvenile Probation civic commendation for Mr. Tanner for the Study Hall and Young Father's programs."
  COMM Woodson thought it was a great idea.
  Chief Siffermann stated that the value of these two programs exemplify the new direction the department is taking.

  Update on "Moving Forward Initiative" by Allison Magee
  Ms. Magee stated that three years ago the department received a grant from the Zellerbach Foundation for an organizational development and strategic planning initiative, which expires at the end of this calendar year. The grant was funded to have three goals: 1. reform the department's organizational structure to capacity and culture; 2. introduce and implement the principles of evidence based practice; and 3. restore effective partnerships with stakeholders and CBO's. In terms of the department's organizational structure, they initiated a series of leadership trainings, which were followed by intensive coaching. They established a bi-monthly newsletter, *The Peaks*, which informs and engages staff, and have worked to increase accountability and to improve the general day-to-day operations within the department. Regarding the evidence based practices, they contracted out and had trainings from the University of Cincinnati. They have had workgroups, focusing on MYSI and YASI, to better implement those tools. In terms of partnerships with stakeholders and CBO's, they have reached out to city departments to partner with their contracting process to improve accountability. Through their efforts, they earned around $1 million in grants by partnering with the Public Defender's Office and CJCJ. They received an additional grant from the Zellerbach Foundation to continue with the "Moving Forward Initiative" in the amount of $150,000.

COMM Albright had to leave due to a family matter and the Finance Committee presented before the "Update on Second Chance Act for Juvenile Offenders" (see "Committee Reports" below).

- **Update on "Second Chance Act for Juvenile Offenders" by Allison Magee**
  Ms. Magee said that JPD received a federal grant to improve reentry planning for youth returning from out-of-home placement and provided copies of the budget to the Commissioners. JPD has been meeting with the planning team, comprised of a probation officer, public defender, and a case manager, to identify the first group of young people to receive services. The award was in the amount of $600,060 and required an additional match in the same amount. Half the match needed to be "in kind" and the other half had to be cash. JPD is using existing revenue and contract services that were already budgeted for the cash match.

- **Update on "CSA $100K Grant Application" by Garry Bieringer**
  Mr. Bieringer stated that three years ago, JPD unsuccessfully applied for a state grant to reduce their dis-proportionality. They realized they needed a staff member to work on this issue. A year and a half ago, they were able to hire Tanya Red. This year they were successful in the state application and are funded for three years, at $100,000 per year, the second and third year contingent upon meeting the first year benchmark. The key to reducing dis-proportionality in SF is to look at it as a system approach, for example, where the major decisions are made in the Juvenile Justice process. JPD will be focusing on the several key points, specifically in their partnership with Bayview Hunters Point Police Station. They got notice of the grant, need to do the A&E expenditure and proposal for the expert consultant, and negotiate the final contract with the state. The grant starts on January 1st.

- **Update on "JJC Census Report" by Chief Siffermann**
  Chief Siffermann stated that the charts provided reflect a dramatic reduction in the Juvenile Hall census over the last three months compared to a year ago. A new policy suggests that schools are addressing discipline in different ways and are not sending kids into detention prematurely. In addition, they are fewer youths returning to Juvenile Hall.

- **Department updates**
  Chief Siffermann will discuss any updates at the next meeting.

b. Committee Reports

- **Programs**
  COMM Beijen previously spoke about the November 4th meeting (see Item 5). The next meeting is unscheduled at this time, but anticipates looking at the Young Father's Program and the upcoming commendation.

- **Finance**
  COMM Albright said the Finance Committee met on December 3rd and Sue Wong, Finance Director, provided the FY 09/10 budget updates and mid-year reductions, as well as the FY 10/11 budget planning and target reductions. Ms. Wong stated that on November 15th, the Mayor's Budget Office issued instructions to all departments for a mid-year cut. Every department was asked to cut about 3.9% from their existing general fund. That equaled $990,000, approximately $1 million that JPD has to cut now. The Mayor's Budget Office requested all departments to submit mid-year cut proposals by December 4th. The same week, the Mayor's Budget Office issued budget year instructions for FY 10/11. The cut target was 30% of JPD's general fund budget which is equivalent to $7.6 million dollars. The reduction proposal for the budget year process is due on February 20th. The mid-year cut amount is $720,000. It still falls short of what the Mayor's Budget Office has instructed JPD to cut. Ms. Wong stated that since it is a proposal, she did not want to go through specific job classes until it has been finalized. The Administration Division will cut 3.5 positions. One position is vacant, the balance are filled positions, which will be layoffs. On the probation side, the proposal cut 10 positions. These are filled probation officer positions and they will be laid off. One Professional Services contract will be cut, an electronic monitoring contract. At LCR, the position is not a layoff or cut, they are going to shift the funding for this position from general fund to grant funds. This is the beginning of the negotiations with the Mayor's Budget Office. In summary, the timeline for the Mayor's Budget Office is quick. They are hoping to finalize their cuts by end of next week and will keep the Commission posted on the final list.

COMM Albright asked Ms. Wong to discuss details on the FY 10/11 budget cuts and the process. Ms. Wong stated that they are still in the early planning phase. To meet a $7.6 million dollar cut is almost impossible. They are strategizing on how to communicate this message to the Mayor's Budget Office, the Mayor and his Chief of Staff.
COMM Albright indicated that the Finance Committee will meet in early 2010 to discuss FY 10/11 cuts and the impact of those cuts and positions.

Public Comments:

- Gabe Calvillo, President of the SF Deputy Probation Officers Associations, said that losing 10 probation officers at Juvenile Probation would be a tremendous service cut to the most at-risk youth. The cut is going to affect around 300 at-risk youth who will not get intensive supervision because of the rise in case loads, not to mention public safety.
- Lisa Smith, JPD employee. Ms. Smith has been with the department since 1987 and supports the administration.
- No further public comments.

7. **Future Agenda Items (ACTION ITEM)**

Announcements

- JPD's holiday party is scheduled on December 17th at 2 p.m. in the JJC.
- No public comments.

8. **Adjournment (ACTION ITEM)**
   - The meeting adjourned at 6:43 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, January 13, 2010
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Minutes of December 9, 2009 (ACTION ITEM)

4. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Budget Update
   - JJC Census Report
   - Miscellaneous announcements

   b. Committee Reports

   - Programs
   - Finance

5. Future Agenda Items (ACTION ITEM)

   Announcements

6. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, January 13, 2010
5:30 p.m.
City Hall, Hearing Room 408
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll call**
   - The Commission President called the meeting to order at 5:37 p.m. Commissioners Beijen, Chang, Wan and Woodson were present. Commissioner Albright was excused. Commissioner Patton was not present.

2. **Public Comment**
   - Alejandra Rojas, Mission Neighborhood Center Home Detention Program, introduced herself to the Commission and will be taking the lead role in Families Understanding the System.
   - No further public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of December 9, 2009** (ACTION ITEM)
   - Motion to approve the Full Commission Meeting Minutes of December 9, 2009 by Commissioner Chang, second by Commissioner Beijen, and approved by the rest of the Commission.
   - No public comments.

4. **Report to the Commission (DISCUSSION ONLY)**

   a. **Chief's Report**

   Budget Update by Sue Wong
   - Sue Wong, Finance Director, said that "due to the low count in Juvenile Hall for the past couple of months, the $1 million deficit, mentioned at prior meetings, is now down to zero. This shows how the salary budget is really tied to kids that come into custody." JPD is hoping it stays low, however, the population has jumped into the 90's and the costs are being monitored.
   - The governor released his state budget proposal last Friday and JPD is not impacted.

- In regards to the mid-year cut proposal, the Mayor cut $42,000 from JPD's budget in December. Small professional services contracts were cut, however, the Mayor will be issuing layoff notices in the next month and a half. The admin positions will be cut. Of the five positions listed, one was vacant and another position shifted funding from general to grant funds. Three positions are filled and two will now be part-time. The third position will be a layoff. The probation services positions are not part of this first round of layoffs. COMM Chang asked if the probation services layoffs are anticipated in the future. Ms. Wong stated that the Mayor's Chief of Staff requested a meeting with Chief Siffermann this week and JPD will have a better sense of the layoffs after the meeting.
- COMM Woodson asked how the low count in the Hall correlates to getting rid of the salary deficit. Ms. Wong stated that the low count enabled JPD to close a unit.

JJC Census Report by Garry Bieringer

- Mr. Bieringer stated that JPD has seen a decline in the Juvenile Hall population for the past five months. In December, the population in the Hall was at 78. This is due to four main factors: system partnerships; strategic program changes; trainings; and the roles of stakeholders. The population in the Hall is currently at 88.
- COMM Woodson asked if the referrals to ICE affect the population. Mr. Bieringer said that "if the new policy was put into practice, it would definitely have a major impact." Allen Nance, Assistant Chief Probation Officer, said that "some of the youths ICE had taken into custody and were deported, were returning to SF and were being rearrested. For those kids not being deported, the federal authorities were reuniting some of them with their families. As a result, the courts stated that if and when these youths returned to SF, they were expected to comply with the orders of the court."
- Mr. Nance said that he and Chief Siffermann, along with the City Attorney's office, met with representatives from the Department of Human Services, the Office of Refugee Resettlement. Young people are turned over to this office after ICE has taken them into custody and the office has a legal mandate to reunite the youths with their parents/guardians.

  COMM Woodson asked when Mr. Nance and Chief Siffermann had this meeting. Mr. Nance said "three weeks ago."

  COMM Woodson asked if the law changed, if JPD was required to wait until the youth were either adjudicated or if it was decided that they would be prosecuted as an adult, would that change the population. Mr. Bieringer said that "adult issue is one of age and there was suspicion that many of the kids were over the age of 18." Mr. Bieringer said that "if this new policy, the amendment passed by the BOS, was put into practice, JPD would see the case processing dissipate. JPD would get back to longer continuances, which would increase the population in the Hall." Mr. Bieringer stated that this is only his opinion.
- COMM Wan asked if the detention alternative programs have longer wait lists. Mr. Bieringer said "no." Mr. Bieringer does not think that the "alternatives to detentions have any more openings than they had before. They are maintaining at the level that they have always been at."

Department updates by Allen Nance

- Huckleberry CARC has moved to 44 Gough Street.
- JPD will participate in Functional Family Therapy (FFT) which consists of 12 to 16 sessions within the next month. This will be available to all youths at JJC, except for minors in a locked facility. Multi-language therapists will be available.
- Allison Magee, Director of Administrative Services, has been recognized by SPUR for her leadership in excellence and has been selected as a recipient of the 2010 public managerial excellence award. The ceremony will be held in City Hall on February 22nd.

b. **Committee Reports**

Programs

- COMM Beijen stated that the Programs Committee did not meet since the last Full Commission Meeting because the task was to investigate the Young Father's Program at Juvenile Hall. COMM Beijen attended two sessions and spoke with the facilitators, Mr. Tanner and Ms. Brown, and they would like to develop a more formalized curriculum and establish their procedures further.
  COMM Woodson stated that she went to the Young Father's Program on a Sunday morning and encourages the other Commissioners to attend.
  COMM Beijen stated that due to the Sunshine Ordinance, the Commissioners should attend the meeting one at a time.

Finance

- COMM Wan stated that the next Finance Committee Meeting will be held on Thursday, January 21, 2010 at 3:30 p.m. at JPD to discuss the budget cuts.

5. **Future Agenda Items (ACTION ITEM)**

Announcements

- The elections for Commission President and Vice President will be up for discussion and action at the next Full Commission Meeting.
- Under Chief's Report, a full briefing on the meeting that Mr. Nance and Chief Siffermann had with DHS regarding any outcomes and/or future meetings will be up for discussion at the next Full Commission Meeting.
- The Federal Promise Program, a resolution passed by the BOS, will be up for discussion at the next Full Commission Meeting in case the Commission would like to do a similar resolution on supporting Promise.
- COMM Beijen stated that the Commission is supposed to have meetings in the community twice a year and suggested the next Full Commission Meeting be held at Huckleberry CARC's new location at 44 Gough Street.

Public Comment

- Joanna Hernandez, Families Understanding the System. Would like to give an update at the next meeting.
- No further public comments.

6. **Adjournment (ACTION ITEM)**

- The meeting adjourned at 6:20 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

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Regular Meeting Agenda
Wednesday, February 17, 2010
5:30 p.m.
City Hall, Hearing Room 263
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Minutes of January 13, 2010 (ACTION ITEM)

4. Commission President Woodson's Report on Budget Meeting with Mayor and Commission Presidents held 1/26/10 (DISCUSSION ONLY)

5. Review and Approve Finance Committee Letter Recommending JPD's Budget (DISCUSSION AND ACTION ITEM)

6. Presentation on the Youth PROMISE (Prison Reduction through Opportunities, Mentoring, Intervention, Support, and Education) Act, HR 1064 by Julia Sabory, Youth Commission (DISCUSSION ONLY)

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Juvenile Justice Center (JJC) Update
   - Probation Services Update
   - Log Cabin Ranch (LCR) Update

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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February 17, 2010

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, February 17, 2010
5:30 p.m.
City Hall, Hearing Room 263
#1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners

Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. Roll call

The Commission President called the meeting to order at 5:35 p.m. Commissioners Albright, Beijen, Chang, Wan and Woodson were present. Commissioner Patton was not present.

2. Public Comment

No public comments.

3. Review and Approval of the Full Commission Meeting Minutes of January 13, 2010 (ACTION ITEM)

Motion to approve the Full Commission Meeting Minutes of January 13, 2010 by Commissioner Chang, second by Commissioner Beijen, and approved by the rest of the Commission.

No public comments.

4. Commission President Woodson's Report on Budget Meeting with Mayor and Commission Presidents held 1/26/10 (DISCUSSION ONLY)

The deficit is larger because of the lack of federal funds and bigger statewide cuts in California. It is estimated at $522.2 million. This assumes only $40 million in state cuts, even though $200 million was projected.

The deficit was calculated based on the Governor asking for $6 billion from federal money. Even with this money, California would have a $200 million shortfall that would affect the city budget.

Property taxes are down $97 million and payroll taxes are down by $14.7 million.

Mayor expects layoffs to be three times higher than last year.

Mayor urged Commission Presidents to work with department and other departments to find creative solutions to see whether there could be overlapping funds that could be dispersed.

No public comments.

5. Review and Approve Finance Committee Letter Recommending JPD's Budget (DISCUSSION AND ACTION ITEM)

Sue Wong, Finance Director, discussed the highlights of the powerpoint presentation given at the 02/16 Finance Committee meeting.

The revenue sources, which is not general fund, is around $6 million and represents 17% of the JPD budget. JPD is general fund dependent. 73% of the budget is personnel and a 30% budget cut would take into consideration personnel and layoffs.

There is an 11% revenue shortfall at the state level, which equals $338,000 less in Juvenile Probation camps funding (probation services and LCR).

Asset Forfeiture funds is a new one-time revenue source of $150,000 from the Police Department. By state law the police department allocates a certain proportion of funds, obtained when they seize property from criminal activities, to different city departments (District Attorney; Sheriff; JPD and Police Department). The ongoing revenue source is around $30,000.

The expense chart reflects a total cut of $1.6 million.

The summary chart provides the reductions. 20 positions will be affected: three from administrative; seven food service staff (three remain); and 10 probation services positions.

The new Food Service contract would generate a savings of $280,000. All the meals would be prepared offsite. On an annual basis, the savings increase to $385,000 per year. It is called a Prop J, and once the BOS approves it, it bypasses the Civil Service Commission, but must abide by the HRC ordinances.

COMM Bejen motioned to approve JPD's budget, second by COMM Chang and approved by the rest of the Commission.

No public comments.

COMM Albright stated that the department has a significant challenge with the state and city budget cuts. The Mayor has recommended that all departments reduce their budgets by 30%, which totals $7.6 million for JPD.

COMM Albright reviewed the draft budget letter with the Commission in support of JPD's budget to be signed by the Commission President. COMM Chang motioned to approve the letter, second by COMM Beijen and approved the rest of the Commission.

No public comments.

6. Presentation on The Youth PROMISE (Prison Reduction through Opportunities, Mentoring Intervention, Support, and Education) Act, HR 1065 by Julia Sabory, Youth Commission (DISCUSSION ONLY)

Commissioner Carlson and Julia Sabory with the Youth Commission, introduced the Promise Act, which is a federal grant to develop comprehensive programs to implement evidence based prevention and intervention strategies and can be funded for up to four years.

There are 219 co-sponsors in the House of Representatives, including 18 Republicans, and was introduced by Senators Casey (D-PA) and Snowe (R-ME).

The Act has 230 national and state local organizations supporting it and recently gained the support of the City and County of SF Board of Supervisors.

The program needs funding support from SF and other counties.

Senator Feinstein introduced the Gang Abatement Act, which focuses federal funds on law enforcement and gang suppression programs. This is very similar to the prevention focused Promise Act.

COMM Woodson asked if the Programs Committee wanted to recommend a possible resolution in support of the Promise Act to the Full Commission.
COMM Beijen will look at Senator Feinstein's competing bill and discuss this option at the next Programs Committee meeting.

Public Comment:
Julia Sabory spoke on behalf of Joanna Hernandez. Ms. Hernandez wanted to express that most

summer school activities have been cancelled and there will be a lot more young people on the streets getting into trouble. She wants to find ways to sponsor Youth Commission programs for these youths.

No further public comments.

7. Report to the Commission (DISCUSSION ONLY)

a. Chief's Report

Juvenile Justice Center (JJC) Update.
Chief Siffermann expressed that they have taken trips in the evening and weekends to JJC to introduce new ways of thinking and offering support to youths. JJC needs to look for ways to do their jobs more efficiently with all the reductions, but have the commitment of administration and the staff.

Probation Services Update.
Chief Siffermann expressed that probation officers have partnered with many departments, primarily the police department, to guide youths, keep the city safe and prevent the small percentage of youths from violating their probation.

Log Cabin Ranch (LCR) Update.
LCR witnessed a homecoming from two former graduates after the MYSI model was established. The return of the graduates and their testimonies had a positive impact on the youths. The new model is a progressive vision at LCR. It has allowed new activities for youths, such as constructing picnic tables and planters, which the youths now garden and cultivate.

No public comments.

8. Future Agenda Items (ACTION ITEM)

Announcements

Election for President and Vice President in March.

Update on Promise Act in April.

Chief's Report: Update on 03/04 Rules Committee on Undocumented Youths in March.

No public comments.

9. Adjournment (ACTION ITEM)

The meeting adjourned at 7:13 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, March 10, 2010
5:30 p.m.
Huckleberry Community Assessment and Referral Center (CARC)
44 Gough Street, Room 104
San Francisco, CA

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Minutes of February 17, 2010 (ACTION ITEM)

4. Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Update on March 4, 2010 Board of Supervisors Rules Committee: Implementation of Ordinance No. 228-09 - Confidentiality of Juveniles' Immigration Status (DISCUSSION ONLY)

6. Update and Tour of Huckleberry Community Assessment and Referral Center (CARC) Presented by Denise Coleman/CARC (DISCUSSION ONLY)

7. Future Agenda Items (ACTION ITEM)

   Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, March 10, 2010
5:30 p.m.
Huckleberry Community Assessment Referral Center (CARC)
44 Gough Street, Room 104
San Francisco, CA

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Commissioners
Rebecca Woodson, President
Katharine Albright, Vice President
Dirk Beijen
Julian Chang
Ellouise Patton
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll call**
   - The Commission President called the meeting to order at 5:37 p.m. Commissioners Albright, Beijen, Chang, Wan and Woodson were present. Commissioner Patton was not present.

2. **Public Comment**
   - Gabe Calvillo, President of the Deputy Probation Officers Association, expressed his concerns over the JPD budget and the proposed cuts of eight Probation Officers (PO's). Probation Services provides very important services to high-risk kids in the city. The cuts would be devastating to the workload for the remaining PO's and to public safety. PO's play an important part in public safety, making sure court orders are enforced, and that minors are held accountable. There are currently 53 PO's and 35 supervisors overseeing 800 minors and they need to keep the city of SF safe.
   - Denise Coleman, Director of Juvenile Justice and Huckleberry Youth Programs, welcomed the Juvenile Probation Commission to CARC and introduced the staff.
   - Dorothy, PO for 12 years, stated that the loss of eight PO's would be devastating to the PO's. It takes a lot of time to supervise these individuals, as well as work closely with their families, to keep the community safe. Losing eight PO's would limit her ability to do her job. Being short staffed would hinder her ability to help these kids and their families. There are younger, high-risk, violent offenders involved with weapons, gang involvement, robberies, and assaults. The PO's do a very good job working with these kids.
   - William Siffermann, Chief Probation Officer, stated that when he took office five years ago, he saw the dramatic need to free PO's of caseload responsibilities and got them out in the community to assist youths and their families. With eight less PO's, this will displace the workload on the remaining PO's.
   - COMM Wan asked about the current workload and what the workload would be with the proposed PO layoffs. Chief Siffermann said that JPD is completing a caseload analysis and they are looking at workloads due to the amount of work it takes per child, such as mental health needs and court operations.
   - Mira, intake PO, discussed caseload versus workload. She worked on two cases in her eight hour day. She expressed that she could only accommodate so much in one day and they

want to rehabilitate kids. They are seeing a rise in crime in kids ranging from 11-13 years old. Intake does the paperwork for other PO's to supervise the kids. Losing eight PO's would be losing a whole unit. Right now they do not have enough PO's to supervise them.

- Anna, intake PO, expressed that the present Administration has made many strides. Her typical day includes two cases to investigate. When someone is missing, they all feel it. She would like to be out in the community working with families. In addition, the training the new PO's have been provided would be a loss.
- Ernest, Serious Offender Unit PO, stated that the majority of cases he sees are gun related. The loss of eight PO's will mean that all other officers will take cases and will not be able to be in the community following up on the kids. The layoffs will impact safety.
- Dan, intake PO, enjoys working with families to help kids change their behavior. The quality of work will be tested by the additional workload and work will suffer. Losing eight PO's will be a drastic impact on all of them and he asked to please spare these positions.
- Lorena, PO, is among the 10 hired in the last three years. The bulk of her work is intake; working with kids coming into Juvenile Hall, working with families, and making recommendations for these kids. With the layoffs, a unit will be lost and quality of work will suffer with the extra workload. PO's will not be able to go into the community to check on kids and public safety will be at risk.
- Stephanie, PO for 11 years, said that supervision workload has doubled. With less PO's, it will be even more work. Working with kids with mental health issues takes longer than before because more services are gone. It takes a lot of time to research resources and caseloads have increased. Losing eight PO's will be devastating. They will be swamped with kids with mental health issues and serious offenders. Kids today are more violent.
- Stacey, Program Director at CARC, expressed that the job of the PO's is to hold kids accountable. Losing eight PO's would not give them the ability to immediately see the kids and the kids can then relapse. PO's need to get to the kids right away to serve them.
- Mo, PO since 1998, stated that when he started, there were more PO's and less paperwork. Now the caseloads have doubled. Chief Siffermann came in and hired more PO's. With the eight PO's cuts, it will be a loss to the city, community, JPD and him. He will now have more caseloads and paperwork. They are now admitting only serious crimes at Juvenile Hall. These PO's do a professional job and without them, he will be more stressed, less effective on the job, and if he does not do a good job, kids will go back to committing crimes. The situation will get worse and he asked to please save these positions.
- Chief Siffermann expressed that the Commission wrote a letter to Mayor Newsom supporting JPD's budget. COMM Woodson said that the letter, prepared by the Finance Committee and reviewed by the Full Commission, detailed the consequences of the budget cuts and the actions JPD would have to take. COMM Chang noted that the Mayor called for a reduction target and JPD advanced a budget that did not meet that target. Chief Siffermann said that the Mayor's target was $7 million and JPD gave them $1.3 million.
- No further public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of February 17, 2010** (ACTION ITEM)
    - Motion to approve the Full Commission Meeting Minutes of February 17, 2010 by COMM Chang, second by COMM Albright, and approved by the rest of the Commission.
    - No public comments.

4. **Election of Commission President and Vice President (DISCUSSION AND ACTION ITEM)**
    - COMM Beijen nominated COMM Woodson for President, second by COMM Chang. The Commissioners voted and there were five "Ayes." COMM Woodson was reelected President.
    - No public comments.
    - COMM Woodson nominated COMM Chang for Vice President, second by COMM Beijen. The Commissioners voted and there were five "Ayes." COMM Chang was elected Vice President.
    - No public comments.

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report: Update on March 4, 2010 Board of Supervisors Rules Committee: Implementation of Ordinance No. 228-09 - Confidentiality of Juveniles' Immigration Status (DISCUSSION ONLY)

   - Chief Siffermann provided a copy of the written remarks that he summarized. Most of the questions dealt with clauses in existing policies regarding the presence of undocumented youths where crimes occurred.
   - The Chief expressed that he is committed to examining the practices of the existing policies and developing supplemental training for officers. He was informed to follow policies based on the advice from the City Attorney's Office and outside legal counsel.
   - Chief Siffermann sent his follow-up response to the BOS yesterday.
   - The ICE cost analysis was assessed at $900/per child, which took into account the number of youths reported and time spent on these cases. This formula was based on the hourly rate of a senior probation officer, offered by one of the Supervisors at the BOS' hearing.
   - Commission President Woodson asked when the supplemental training will occur. Chief Siffermann said that they were still developing the outline, but it will focus on the feedback received at the meeting with the City Attorney's Office and the advocates for immigrant rights.
   - COMM Albright expressed deep concern regarding the BOS' policy for immigrant and non-immigrant families in SF. COMM Albright agrees that the department will be putting employees at risk of federal violation, but the federal policy does match equal rights. She urges the City of San Francisco, not JPD, to take a leadership role in trying to change the federal law.
   - **Public Comments:**
   - Angela Chan, Attorney at the Asian Law Caucus, stated that a reporter called ICE last Monday and asked for the figures in the number of youths reported to ICE and the spokesperson, Virginia, said it was 167, which she said differed from the Chief's report. Her second request for clarification was on the costs of housing youths before they are sent to immigration. When a youth is reported to immigration they are held for an additional 48 hours in addition to the delinquency. The 48 hours times 167 youth reported to ICE is an additional cost that would be more than $900. If a youth commits a serious crime, under Supervisor Campos' policy, they will be reported to ICE.
   - Chief Siffermann expressed that in terms of numbers, many referrals are made to ICE. His report shows 125 youths released to ICE, which is a duplicated number. 107 youths have been released to ICE 125 times. The 17 youths turned over to ICE have come back and have been rereleased to ICE. The issue is "reported" versus "released." In terms of the federal register of 48 hours, they are not able to draw down any reimbursement from the federal government for juveniles.
   - Bill, PO, expressed that they try to bring all kids to CARC and undocumented youths are a significant percentage. CARC has had an impact and recidivism rates are phenomenal.
   - No further public comments.

6. **Update and Tour of Huckleberry Community Assessment and Referral Center (CARC) Presented by Denise Coleman/CARC (DISCUSSION ONLY)**
   - Denise Coleman provided a CARC update handout.
   - CARC received a grant from Edgewood, through DPH, for a bilingual mental health therapist.
   - The Lioness Girls Group, is a leadership group for girls (13-15 years old), and meets twice a week for two hours. They have gone on various field trips, such as the Paul Mitchell cosmetology school. It is considered an after school program, funded by DCYF, and the girls are referred from case managers, CBO's and/or probation.
   - A mentoring program was established with SF State. SF State students are mentoring youths and it is a semester long project. COMM Chang stated that there is funding available for intervention programs in the private sector.

- Toured the CARC facility.
- No public comments.

7. **Future Agenda Items (ACTION ITEM)**
    - Commissioner Wan requested an update on the impact of the PO budget cuts and caseload analysis from Chief Siffermann (Discussion Only).
    - Program Committee report on its recommendation regarding supporting the PROMISE Act (Discussion and Action Item).
    - Commissioner Albright requested an update on the collaboration between CARC and JPD regarding CARC referrals (Discussion Only).
    - No public comments.

8. **Adjournment (ACTION ITEM)**
    - The meeting adjourned at 7:49 p.m.

CANCELLED: Wed., 04/14 Juvenile Probation Full Commission Meeting

Pauline Silva-Re [Pauline.Silva-Re@sfgov.org]

Sent: Wednesday, April 07, 2010 11:47 AM

The Full Commission Meeting scheduled on Wednesday, April 14, 2010, at 5:30 p.m. in City Hall, Hearing Room 408, has been cancelled for lack of quorum.

Thank you.

****

Pauline Silva-Re
Commission Secretary
Juvenile Probation Commission
work: (415) 753-7870
pauline.silva-re@sfgov.org

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, May 12, 2010
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of March 10, 2010 (ACTION ITEM)

4. Election of Commission Vice President (DISCUSSION AND ACTION ITEM)

5. Program Committee report on its recommendation regarding supporting the PROMISE Act (DISCUSSION AND ACTION ITEM)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - JPD Updates by Allison Magee

7. Future Agenda Items (ACTION ITEM)

   Announcements

8. Adjournment (ACTION ITEM)

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The Commission will hear public comment on all agenda items before or during discussion of the item The period of time allowed for public comment may be modified by the Chair in the interest of fairness to all those wishing to address the Commission.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

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Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact the Sunshine Ordinance Task Force. You may contact the current Sunshine Ordinance Task Force Administrator, Frank Darby, Jr., as follows: Sunshine Ordinance Task Force, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102-4689; by phone at (415) 554-7724; by fax at (415) 554-7854; or by email at sotf@sfgov.org. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library, and on the City's Web site at http://www.sfgov.org.

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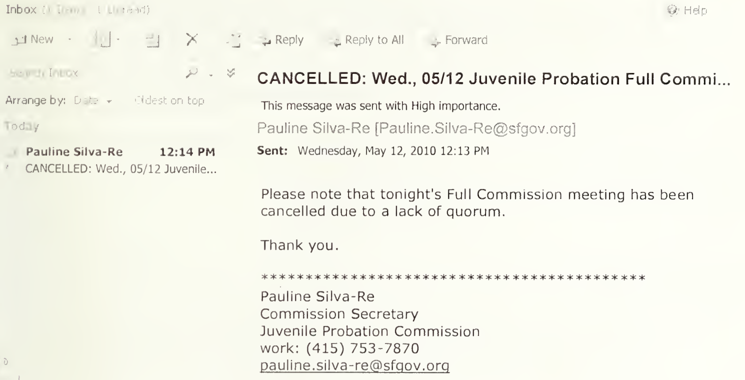

Pauline Silva-Re **12:14 PM**
CANCELLED: Wed., 05/12 Juvenile...

CANCELLED: Wed., 05/12 Juvenile Probation Full Commi...

This message was sent with High importance.

Pauline Silva-Re [Pauline.Silva-Re@sfgov.org]

Sent: Wednesday, May 12, 2010 12:13 PM

Please note that tonight's Full Commission meeting has been cancelled due to a lack of quorum.

Thank you.

****
Pauline Silva-Re
Commission Secretary
Juvenile Probation Commission
work: (415) 753-7870
pauline.silva-re@sfgov.org

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, June 9, 2010
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of March 10, 2010 (ACTION ITEM)

4. Welcoming returning Commissioner Chang and new Commissioner Arellano (DISCUSSION ONLY)

5. Report on the Work of the US Delegation to China by Allen Nance (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Summary of Probation Officers Supplemental Training on Policy 8.12.
   - Update on the Department's efforts to address court workload in the context of potential staff reductions and improved operations.
   - Update on the Budget by Allison Magee.

7. Public Comment on all matters pertaining to Closed Session

8. Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)

9. Closed Session

   Pursuant to Government Code section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1): (DISCUSSION ONLY)
   CONFERENCE WITH LEGAL COUNSEL: Update on Pending Litigation by Sallie Gibson

   Oliphant et al. v. CCSF et al., United States District Court, Northern District of California, Case Number C08-5048
   Lam et al. v. CCSF et al., United States District Court, Northern District of California, Case Number C08-4702

Raman v CCSF et al., United States District Court, Northern District of California, Case Number C10-0752
Nnachi v. CCSF et al., United States Court of Appeals, Ninth Circuit, Case Number 10-15395

(OPEN SESSION)

10. Future Agenda Items (ACTION ITEM)

Announcements

11. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Wednesday, June 9, 2010
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Commissioners
Rebecca Woodson, President
Julian Chang, Vice President
Katharine Albright
Joseph Arellano
Dirk Beijen
Sarah Ching Ting Wan

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Meeting Minutes

1. **Roll call**
   - The Commission President called the meeting to order at 5:43 p.m. Commissioners Arellano, Chang, Wan and Woodson were present. Commissioners Albright and Beijen were excused.
   - No public comments.

2. **Public Comment**
   - No public comments.

3. **Review and Approval of the Full Commission Meeting Minutes of March 10, 2010 (ACTION ITEM)**
   - Motion to extend the approval of the Full Commission Meeting Minutes of March 10, 2010 until the July Full Commission meeting made by COMM Woodson, second by COMM Chang, and approved by the rest of the Commission.
   - No public comments.

4. **Welcoming returning Commissioner Chang and new Commissioner Arellano DISCUSSION ONLY)**
   - COMM Woodson welcomed returning COMM Chang and new COMM Arellano.
     COMM Chang commends the staff and Chief Siffermann for their good work and said it is a pleasure to work with all the members of the Commission.
     COMM Arellano expressed that it was a pleasure to be with the Commission. He has been part of city government for the past four years and looks forward to helping the juveniles in the system.
   - No public comments.

5. **Report on the Work of the US Delegation to China by Allen Nance (DISCUSSION ONLY)**
   - Allen Nance, Assistant Chief Probation Officer, shared his feedback from his recent trip to China, as part of a US/China delegation focused on juvenile justice. Also in attendance was Judge Julie Tang, Judge Lilian Sing, and Public Defender Patricia Lee.

- They visited a detention facility designed for juveniles which houses 750 youths. The individuals ranged from 14 thru 21 years and were committed for a variety of offenses. Each 10'x12' room housed eight juveniles in bunk beds. The facility was clean, yet the lighting was poor, resources were limited, and there was a substantial amount of wear and tear on the facility. The expectations of the people who ran the facility were that the kids were entitled to a safe environment, but it was at a bare minimum. They also viewed a choreographed drum presentation welcoming them to the facility, which consisted of 150 kids and took six months to prepare, and observed a sporting event.
- They attended a symposium on juvenile justice. In China, there are three judges that hear every case. The design of the juvenile court room is circular and the focus is really about engaging the young person to understand why they committed the offense and the opportunity for education.
- They visited a community center where young people are committed and required to attend every day. This was an opportunity to see their community based organizations.
- COMM Chang asked about restorative justice and Mr. Nance said that one of the provinces are piloting a model and are looking at cases where the young person would not be prosecuted, but expected to meet with the victim, community and representatives from the school to resolve the matter. They are hoping to expand this to other provinces. They do not prosecute anyone younger than 14 years regardless of the offense. The MYSI model was discussed in small groups, but not at the symposium.
- There was recreational programming and some focus on vocational training, but they did not see a vocational center or schedule of events. Sports, culture and community education is a significant part of their experience.

  COMM Chang asked about the front end charging officer and how much discretion is used when a juvenile is brought into the system. Mr. Nance stated that the prosecutors are the ones that receive the case from the police and the police and prosecutors decide if the case gets charged. Wherever a young person commits an offense, that jurisdiction is where the prosecution occurs. After serving their time, the youths are reconnected with their parents. There is no formal parole system, although they can maintain jurisdiction over the youth for as long as they like.

  COMM Woodson asked if there was discussion regarding gang-related crimes and Mr. Nance was told that they do not have that issue in China.
- No public comments.

6. **Report to the Commission (DISCUSSION ONLY)**

a. Chief's Report

Summary of Probation Officers Supplemental Training on Policy 8.12:

- Chief Probation Officer, William Siffermann, said the training took place on May 19th. When the department issued the policy a few years ago, it raised concerns among many members of the community, the Immigrant Rights Advocates and members of the BOS, which prompted the passage of the Sanctuary City Ordinance. The Sanctuary City Ordinance placed issues regarding a change in Policy 8.12 relating to the treatment of juveniles suspected of being undocumented. After the Rules Committee meeting, JPD was able to listen to the areas identified by the Committee, as well as the public.
- The presentation included a review of the Sanctuary City Ordinance by City Attorney Linda Ross and Chief Siffermann reviewed JPD's Policy 8.12. Language was included that prohibited probation officers from asking juveniles or their families specifically about their immigration status, which is described in the Sanctuary City Ordinance.
- The three specific items removed from JPD's policy includes: 1) the length of time in the country; 2) the presence of undocumented persons in the same area where they were arrested or involved in the same illegal activity; and 3) affiliation with a criminal street gang known to be comprised of undocumented persons.

- JPD felt it was important to have our officers hear what happens to kids after they are turned them over to ICE, specifically the number of youths that have returned to our system within this two year period. To date, there have been 17 instances.
- The presentation was conducted by Richard Zapata, an official with the Office of Refugee Resettlement (ORR), the Division of Undocumented Children Services.
  COMM Chang commended the Chief and staff for the thorough training and noted the following points in the presentation (pages 8, 16, 22 and 38), that "no probation officer shall ask a juvenile or their family about their immigration status" has been stressed in four different places. This is a responsive and responsible position in response to the advocacy community while still operating within state and federal law. In addition, immigration status is not a factor for consideration in detention screening by JPD staff. After ICE gets a hold of an unaccompanied alien child (UAC), referred by the federal statute, it is important to know that ICE is one of three agencies that are involved in that minors treatment. They are fulfilling the role of the enforcement/prosecutorial agency. The Department of Justice, through the administrative and immigration law judges, is the adjudicatory agency, and the Department of Health and Human Services, through ORR, is the custodial agency. It has a federal standard articulated in the *Flores* case, which requires that it place the UAC in the least restrictive setting appropriate to that minor's age, while in custody. 65% of children in ORR custody are reunited with family or a qualified sponsor, and Huckleberry Youth qualifies as a qualified sponsor. COMM Chang would also like to have Richard Zapata present before the Full Commission in the near future.
  COMM Woodson recognized, on behalf of the Commission, the amount of work that went into preparing this presentation. Having sat in one of the meetings with the Chief, Mr. Nance and the City Attorney, every line in this presentation was reviewed thoroughly. A lot of thought and consideration went into how this was going to be presented and emphasizes points brought to the department's attention by the advocates. COMM Woodson commends the department for a thorough and comprehensive presentation. COMM Woodson asked in terms of developing reasonable suspicion, when does the topic of social security numbers arise? A social security number is required for placement in certain types of facilities outside of the hall. Chief Siffermann stated that the city attorney was still examining it and was one of the areas that needed follow-up.
  COMM Woodson asked for a copy of the final policy once distributed to the probation officers.
- **Update on the Department's efforts to address court workload in the context of potential staff reductions and improved operations.**
- Chief Siffermann discussed the meeting held at Huckleberry CARC and the potential adjustments that would have to be made to manage the workload if there was a reduction in probation officers and staff. JPD looked at court interactions and hearings and are looking for ways for the officers to not only concentrate on field work. JPD prepared *Approving the Operational Efficiencies of the San Francisco Juvenile Court and Probation Department* and it provides court practitioner's ideas for further development to reduce superior court bench loads, revise procedures and practices, and posed some innovative court procedures for consideration, such as a case tracking system. This document was sent to the court, public defender, bar association and prosecutor. JPD is establishing cases to present to the court to establish an administrative calendar. It is a work in progress.
- **Update on the Budget by Allison Magee, Director of Administrative Services.**
- Ms. Magee distributed a brief summary of the final reductions that were made in the Mayor's budget proposal: JPD will not have layoffs for probation officers, but will have a couple of pending layoffs and layoffs effective this week; If Prop J (contracting out for food service in Juvenile Hall) is approved, seven positions will be laid off as of January 1st (four cooks and three food service workers). Three service workers will remain and one chef at LCR. This will be an annual savings of around $300,000. The BOS needs to approve this and they tend not to support contracting proposals. If not approved, the BOS would have to find the funds to make up for the estimating savings; A $250,000 reduction in the children's base line, the CBO violence prevention program, is an on-going cut. JPD has $150,000 in one-time

savings from the current year to offset for next year; A 1.5 position in probation was shifted from general to grant funds; A $350,000 reduction in attrition and no positions have been deleted. As positions are vacated, they will not be back-filled. This is about a $1,000,000 total reduction on top of the $371,000 in mid-year cuts. Our 20% target was $5.1 million and our 10% contingency was $2.6 million. The Mayor's Office was very responsive to maintaining our need for probation officers. Ms. Magee stated that this document was the summary of the reductions and JPD will be introducing three additional staff at LCR this year (second cohort of youth beginning in July; an additional clinician; and contract with the Conservation Corp). All these changes were made using state grant dollars.
COMM Chang commended the staff for their innovative approach to the budget.
COMM Wan asked about the children's base line violence prevention program and Ms. Magee stated that DCYF has assumed this reduction.
COMM Woodson asked about the budget presentation dates and Ms. Magee said June 17th will be the first Budget & Finance Committee hearing and the second meeting held on June 24th. The first meeting will be the introduction to what the budget looks like and the Budget Analyst will make their recommendations. The second meeting is when the Committee makes its final decision.
COMM Woodson stated the date on the budget document seemed to indicate it had been prepared several days in advance of the Commission meeting. If that is the case, the document needs to be provided to the Commission Secretary on that date - if it is in final form - for distribution to the Commissioners and posting on the website for public viewing. COMM Woodson asked Ms. Magee to provide a copy to the secretary for distribution and posting on the JPC website for the public. Sallie Gibson, City Attorney, seconded this request and said that the law is very clear that anything that goes to the Commission that is considered in a public meeting has to go to the public when it is available. If it is not available until the day of the meeting, that is fine. But if it is available beforehand, we do get a lot of complaints from the public when they realize that something has not been circulated.

- No public comments.

7. **Public Comment on all matters pertaining to Closed Session**
   - No public comments.

8. **Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)**
   - COMM Chang motioned to hold a Closed Session.
   - No public comments.
   - COMM Woodson asked if the Commissioners were in favor in holding a Closed Session and it was unanimous: 4 ayes. Motion carried.

9. **Closed Session**

Pursuant to Government Code section 54956.9(a) and San Francisco Administrative Code Section 67.10(d)(1): (DISCUSSION ONLY)
CONFERENCE WITH LEGAL COUNSEL: Update on Pending Litigation by Sallie Gibson

Oliphant et al. v. CCSF et al., United States District Court, Northern District of California, Case Number C08-5048
Lam et al. v. CCSF et al., United States District Court, Northern District of California, Case Number C08-4702
Raman v. CCSF et al., United States District Court, Northern District of California, Case Number C10-0752
Nnachi v. CCSF et al., United States Court of Appeals, Ninth Circuit, Case Number 10-15395

(OPEN SESSION)

- COMM Chang motioned to keep items discussed in Item 9 closed and confidential.
- COMM Woodson asked if the Commissioners were in favor of keeping the items discussed in Item 9 closed and confidential and it was unanimous: 4 ayes. Motion carried.

10. Future Agenda Items (ACTION ITEM)

Announcements from COMM Woodson:

- COMM Beijen will be reporting on the Programs Committee Promise Act discussion and any actions taken concerning that piece of legislation.
- COMM Woodson will be making updated Programs and Finance Committee assignments.
- Vote for Juvenile Probation Vice President.
- Confirm that we have a copy of the amended undocumented youth policy from department.
- June 24th BOS Budget update from department in August.
- Update on workload issues from department in August.
- Update on integration of the second cohort at LCR from department in December.
- No public comments.

11. Adjournment (ACTION ITEM)

- The meeting adjourned at 7:30 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, July 14, 2010
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of March 10, 2010 and June 9, 2010 (ACTION ITEM).

4 Election of Commission Vice President (DISCUSSION AND ACTION ITEM).

5. Report to the Commission (DISCUSSION ONLY).

a. Chief's Report:

- Miscellaneous

b. Committee Report:

- Programs Committee report on its recommendation regarding supporting the PROMISE Act (DISCUSSION AND ACTION ITEM).

6. Future Agenda Items (ACTION ITEM).

Announcements:

- COMM Woodson will make updated Programs and Finance Committee assignments.
- Discuss goal setting and commission priorities.
- Discuss date for retreat.

7. Adjournment (ACTION ITEM).

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KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

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3. Review and Approval of the Full Commission Meeting Minutes of March 10, 2010 and June 9, 2010 (ACTION ITEM)

4. Election of Commission Vice President (DISCUSSION AND ACTION ITEM)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Reassignment of Bench Officers at Juvenile Court
   - Transition of Probation Services Director
   - Family Day at Log Cabin Ranch

   b. Committee Report

   - Programs Committee report on its recommendation regarding supporting the PROMISE Act (DISCUSSION AND ACTION ITEM)

6. Future Agenda Items (ACTION ITEM)

   Announcements

   - COMM Woodson will make updated Programs and Finance Committee assignments
   - Discuss goal setting and commission priorities
   - Discuss date for retreat

7. Adjournment (ACTION ITEM)

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Commissioners
Rebecca Woodson, President
Julian Chang, Vice President
Katharine Albright
Joseph Arellano
Dirk Beijen
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:35 p.m. Commissioners Albright, Beijen, Wan and Woodson were present. Commissioners Arellano and Chang were excused.

2. **No public comments.**

3. **Review and Approval of the Full Commission Meeting Minutes of March 10, 2010 and June 9, 2010 (ACTION ITEM)**
   - Motion to extend the approval of the March 10, 2010 Full Commission Meeting Minutes until the next Full Commission meeting by COMM Albright, second by COMM Wan, and approved by the rest of the Commission.
   - Motion to approve the June 9, 2010 Full Commission Meeting Minutes by COMM Albright, second by COMM Wan, and approved by the rest of the Commission.

4. **Election of Commission Vice President (DISCUSSION AND ACTION ITEM)**
   - COMM Woodson nominated COMM Chang to be reelected to Vice President. COMM Beijen motioned to reelect COMM Chang for Vice President, second by COMM Albright. No public comments. The Commissioners voted and there were four "Ayes." Motion approved.

5. **Report to the Commission (Item 6 was heard first because Mr. Nance was running late due to traffic from LCR)**
   a. **Chief's Report by Allen Nance, Assistant Chief Probation Officer:**

   Reassignment of Bench Officers:
   Three judges will now be hearing cases at Juvenile Court: Judge Kathleen Kelly; Judge Donna Hitchens; and Judge Julie Tang. The Court is establishing the Wellness Calendar, which focuses on behavioral health, and is still a work in progress. COMM Woodson asked to keep the Commission apprised on upcoming dates or hearings to support this issue.
   Transition of Probation Services Director:
   Therese Wagner, Probation Services Director, is returning to Arizona due to family concerns

effective 7/30. The position has been posted. The department is looking within probation staff for "acting" director. Will keep Commission apprised on a replacement candidate.

Family Day at LCR:

Family Day will be held on 7/25 from 11 a.m. to 1:30 p.m. at LCR. The purpose is to have all family members visit the ranch, instead of just the parents, guardians or siblings. Families will be shuttled in for a bar-b-q, youths will be presenting on their progress, as well as activities on their commitment to change. The Commission is invited. Sallie Gibson recommended avoiding a quorum at this event because the public cannot attend. It would be okay for one or two Commissioners to attend. There are some special rules when the Commission wants to get together socially and a notice period is required.

No public comments.

b. **Committee Reports:**

Programs Committee report on its recommendation regarding supporting the PROMISE Act (DISCUSSION AND ACTION ITEM)

COMM Beijen stated that the Programs Committee met on March 8th to consider a request by the Youth Commission that had been made to the Full Commission on February 17th by Executive Director Julia Sabory and Commissioner Cory Carlson. Ms. Sabory and Mr. Carlson asked if this Commission would consider supporting the Youth PROMISE Act, also known as House Bill 1064, Senate Bill 435. It is designed specifically toward violent crime. The BOS prepared a resolution, which supports the Youth PROMISE Act, and it has been signed by the Mayor. In addition, the City of SF has passed resolutions in support of this act. Commissioners Beijen and Chang independently investigated the bill, approved a resolution, and is seeking approval from the Full Commission to send this resolution to our congressional delegation. COMM Beijen motioned for the Commission to approve the Youth PROMISE Act Resolution, second by COMM Wan. No public comments. Commissioners voted and there were four "Ayes." Motion approved. The secretary will finalize resolution and send copies to our congressional representatives.

No public comments.

6. **Future Agenda Items (ACTION ITEM)**

Announcements:

- COMM Woodson appointed COMM Beijen (chair), COMM Chang and COMM Woodson to the Programs Committee. COMM Woodson appointed COMM Wan (chair), COMM Arellano and COMM Woodson to the Finance Committee. Other committees will remain on hiatus;
- COMM Woodson discussed goal setting and Commission priorities:

  -COMM Woodson met with Chief Siffermann and Allison Magee regarding goals and actions through the end of the year. In early fall, Allison Magee will give a presentation at the Full Commission meeting regarding LCR. Two groups have completed the MYSI program and Ms. Magee would like to invite various stakeholders, public defender, the courts, a representative from the Mayor's Office, and the BOS to hear the report, which is a way to get positive PR. This can also be presented at the Programs Committee. COMM Wan would like to see the cost analysis report. City Attorney Sallie Gibson suggested putting this item on the agenda for departments to give their input regarding programming and costs. In addition, there is a concern that nothing confidential is discussed. Commissioners would like a report on the MYSI evaluation data and a cost effective report on the LCR program. In addition, Ms. Magee would like an LCR student, who has graduated from MYSI, present at the Full Commission meeting. To date, two groups have completed the MYSI program.

  -COMM Woodson said that the department wants more visibility from the Commission at budget and department meetings. COMM Beijen expressed concerns regarding Sunshine issues. City Attorney Gibson expressed if a quorum is present, it will constitute a meeting. You can have one or two Commissioners present. In addition, COMM Woodson stated that to foster more communication, Chief Siffermann felt that presentations by supervisory staff at the department would be beneficial to them to learn to present in a public setting before people who might be questioning them. If they needed to go before the BOS or Mayor's Office they would have more of a presence and more professional experience.

  COMM Wan expressed that Supervisor David Chiu has been working very hard on the

Cultural Competency issues within city departments and this should be discussed between the department and the Commission. COMM Wan has a document on this issue and will forward it to the Commission.
-COMM Woodson said that Ms. Magee suggested getting a paid probation intern to work with the Commission. Ms. Magee will be working with the Commission Secretary on getting this position filled. COMM Beijen said that there would be interest among high school students; COMM Wan would like to see the job description; and COMM Woodson said this would help get the Commission more involved in the community.
-COMM Woodson discussed the upcoming retreat, which was referred by Steve Kawa, the Mayor's Chief of Staff. No dates have been set, but can revisit in October. City Attorney Gibson stated that it must be in SF, 15 days advance notice must be given, and will check to see if it can be held at LCR.

7. **Adjournment**
Meeting adjourned at 6:30 p.m.

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3. Review and Approval of the Full Commission Meeting Minutes of July 14, 2010 (ACTION ITEM)

4. Presentation on the Year Up Program by Trevor Hooper (DISCUSSION ONLY)

5. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - BOS Budget update by Chief Siffermann
   - Disproportionate Minority Contact (DMC) Grant update by Garry Bieringer.
   - LCR Family Day update by Chief Siffermann and Allen Nance.

6. Future Agenda Items (ACTION ITEM)

   Announcements

7. Adjournment (ACTION ITEM)

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:40 p.m. Commissioners Albright, Arellano, Beijen, Chang, Wan and Woodson were present

2. **No public comments.**

3. **Review and Approval of the Full Commission Meeting Minutes of July 14, 2010 (ACTION ITEM)**
   - Motion to approve the July 14, 2010 Full Commission Meeting Minutes by COMM Chang, second by COMM Albright, and approved by the rest of the Commission

4. **Presentation on the Year Up Program by Trevor Hooper (DISCUSSION ONLY)**
   - The Year Up Program is a free, one-year, full-time professional training, education and internship program for 18-24 year olds with a high school diploma or a GED. The students work five months in the classroom with Year Up and six months in a corporate internship Year Up wants the students to be marketable and give them the proper skills to make the transition from being a student to being a corporate professional. Students who have criminal records can participate but Year Up is limited to the corporate partners and their hiring policies. The students take a learning assessment to make sure that Year Up can support their academic needs. Classes begin in September and March of every year. The intention is to work with low-to-moderate income deserving of the opportunity. Post completion of the program, staff from our career alumni services ensure the young adults with continued education and recruitment agencies. The program focuses on learning in-demand technical and business communication skills; earn a weekly stipend (up to $150-250/week) and up to 13 college credits from City College of SF paid for by Year Up; and one-on-one mentoring and ongoing career support. No public comments

5. **Report to the Commission**

   a. **Chief's Report:**

DMC Grant Update by Garry Bieringer:
Efforts made over the past months have focused on building a relationship with the Bayview Police Department because 25% of youths that come through the system live in that area. A survey was administered on line officers, focusing on issues of dis-proportionality, and they got around 50 surveys back. The surveys were analyzed and are now with the Burns Institute Consultants to help interpret the data. Chief Sifferman expressed the purpose of the grant was to study the data that showed the disproportionate numbers of youths that came into the system from the 94127 area code, to establish better interaction with the Bayview PD and the community; and get support from the Bayview police. Mr. Bieringer said that the survey is going to be used for developing a training program for both line police officers and probation officers that will focus on issues raised in the survey, as well as seek the involvement of community members. The training has not yet been set up
COMM Woodson asked when there will be another progress report and Mr. Bieringer said "in around three to six months."
COMM Wan asked if the analysis of the survey could be shared with the Commission. Mr. Bieringer said that it was just for training purposes, it will not be released to the public, and that he can provide the agenda and scope of training. The actual survey summary has not yet been discussed the police. No public comments.

BOS Budget Update by William Siffermann, Chief Probation Officer:
Summary focused on "Formula for Success." On July 29th, the Mayor signed the 2010/2011 Budget. The teamwork, guiding principles, staff input, and feedback helped outline what would be the framework for JPD's approach on the budget. The target budget reduction was $7.7 million dollars; the actual budget reduction was over $1.5 million. With numerous proposals that included ways that could meet certain targets, JPD provided figures that supported their positions. COMM Albright and Chang commended Chief Siffermann. No public comments.

Family Day at LCR Update by William Siffermann, Chief Probation Officer:
The LCR staff and youths worked very hard preparing for this event. The youths enjoyed working together as a team getting the grounds ready for their families, there was a great level of maturity among them in anticipation of Family Day at LCR, and the youths took pride in their work. Ms. Tamara Radcliff, Senior Supervisor, put together a presentation and dinner was provided in the dining hall. The youths took their families on a tour of the living units and garden that they have worked on. The day was a success.
COMM Beijen said that he noticed the youths were very enthusiastic and the overall feeling at this event was "pride." Everybody took their responsibilities seriously and everyone seemed to have a really good time. No public comments.

6. **Future Agenda Items (ACTION ITEM)**

Announcements:

- Chief Siffermann suggested having LCR graduates present an update at the September meeting. Will discuss this further with City Attorney, Sallie Gibson.
- COMM Beijen announced the next Programs Committee meeting is scheduled on Tuesday, August 24th at 3:30 p.m. at JPD to discuss the collaborative re-entry teams.
- COMM Woodson discussed the next community Full Commission meeting and asked the Commissioners to send any suggestions to the Commission Secretary.
- Chief Siffermann announced that a meeting is scheduled with a delegation member and the Chief Probation Officer of Santa Clara County, the President of the JPC and JJC, a CBO, JPD's presiding judge, and public defender to discuss SF's stand-alone JPD setup and system on Friday, August 20th at JJC.

7 **Adjournment**
Meeting adjourned at 6:45 p.m

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3 Review and Approval of the Full Commission Meeting Minutes of August 11, 2010 (ACTION ITEM)

4 Vote on whether to hold November's Full Commission Meeting at the Bayview Police Department, located at 201 Williams Street in SF, on Tuesday, November 9th at 5:30 p.m. (DISCUSSION AND ACTION ITEM)

5 Report to the Commission (DISCUSSION ONLY)

a. Chief's Report

- Replacement of Vacant Director Positions
- "Kids in Common" Roundtable Discussion held on August 20, 2010

6 Public Comment on all matters pertaining to Closed Session

7. Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)

8 Closed Session

Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67.10(b):
PERSONNEL EXCEPTION: Commission Review and Feedback on Chief Probation Officer's 2010-2011 Performance Plan. (DISCUSSION ONLY)

(OPEN SESSION)

9. **Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)**

10 Future Agenda Items (ACTION ITEM)

Announcements

11 Adjournment (ACTION ITEM)

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Sarah Ching Ting Wan

Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:46 p.m. Commissioners Albright, Beijen, Wan and Woodson were present. Commissioner Chang arrived at 6:06 p.m. and Commissioner Arellano was excused.

2. **No public comments.**

3. **Review and Approval of the Full Commission Meeting Minutes of August 11, 2010 (ACTION ITEM)**
   - Motion to approve the August 11, 2010 Full Commission Meeting Minutes to include JPD staff names and the correct Bayview district zip code by COMM Albright, second by COMM Beijen, and approved by the rest of the Commission.

4. **Vote on whether to hold November's Full Commission Meeting at the Bayview Police Department, located at 201 Williams Street in SF, on Tuesday, November 9th at 5:30 p.m. (DISCUSSION AND ACTION ITEM)**
   - Motion to hold November's Full Commission Meeting at the Bayview Police Department, located at 201 Williams Street in SF, on Tuesday, November 9th at 5:30 p.m. by COMM Woodson, second by COMM Wan, and approved by the rest of the Commission.

5. **Report to the Commission**

   a. **Chief's Report:**

   Replacement of Vacant Director Positions:
   Chief Siffermann gave an update on the replacement search for Directors at LCR and Probation Services. HR is still gathering names of applicants and will follow-up with interviews. Assistant Chief Probation Officer, Allen Nance, is serving as acting Director at LCR. For the last 30 days, two employees from Probation Services Division have been appointed to acting senior supervisor positions to assume responsibility of Probation Services Director. Chief Siffermann meets with

these individuals daily and the responsibilities have been divided to supervising intake functions and the department units, as well as supervising the Probation Services division. Once candidates are identified, interviews will follow.
No public comments.

"Kids in Common" Roundtable Discussion held on August 20, 2010
Chief Siffermann said that a CBO from Santa Clara County requested to examine the stand-alone structure of JPD. Santa Clara County is exploring the prospect of dividing their juvenile and adult probation department. San Francisco is the only county in California that has a stand-alone juvenile probation department separate from adult probation. This was a large meeting of over 25 visitors, which consisted of representatives of the JPC, JPD Administration, CBO's, and Public Defender's Office. This was an opportunity to share the work performed at JPD that allows the department to gather the city's support and grant funding to operate programs focused on juveniles and their families. The county was enthused and impressed with JPD's report.
COMM Woodson was impressed by the turnout and the enthusiasm and said that the some of the questions were very specific about what's working. COMM Woodson said that Judge Kelly said that these kids need jobs when they get out of the system and COMM Woodson was able to share the Year Up Program that was presented at the last Full Commission meeting. Judge Kelly and the Juvenile Collaborative Re-Entry Team (JCERT) will present at the October Full Commission meeting to discuss this topic further.
COMM Beijen commended Chief Siffermann on hosting this meeting. Attendees were very positive about the presentation and most left feeling very impressed about JPD. The Chief Probation Officer of Santa Clara County seemed very at ease with the presentation and with the other speakers.
Public Comments:
Joanna Hernandez, with Families Understanding the System, said that their main concern at their last meeting was on youths exiting the system. Ms. Hernandez wanted to know what other job readiness training or services were available for these youths and if it was possible to have these services provided while these youths are on probation. Families Understanding the System would like to work with Juvenile Advisory Council (JAC) that helps provide orientation to youths. Ms. Hernandez works with the re-entry department, within Goodwill Industries, and would like to make it more formal in helping kids get back on track with job readiness training.
Chief Siffermann said that he is a charter member of the SF Re-Entry Council that primarily focuses on adults, including those emerging from LCR, as well as those coming from out-of-home placement, that are now 18 years old and above. Chief Siffermann participates in a sub-committee that focuses on detention alternatives, which is key to any re-entry strategy for finding legitimate employment. The SF Youth Commission guides and directs JAC, and participated with Families Understanding the System in creating the Parent Handbook for kids in the system. Ms. Hernandez's comments regarding youth transition planning is very important for JPD to follow-up on. JPD is very conscious about the kids in placement but needs to do a better job with the kids on regular caseloads and have already been released to their families.
No further public comments.

6. **Public Comment on all matters pertaining to Closed Session**
   - No public comments.

7. **Vote on whether to hold Closed Session. (San Francisco Administrative Code Section 67.10) (ACTION ITEM)**
   - COMM Beijen motioned to hold a closed session, second by COMM Chang, and approved by the rest of the Commission.

8. **Closed Session**

   Pursuant to Government Code section 54957 and San Francisco Administrative Code Section 67 10(b):
   PERSONNEL EXCEPTION: Commission Review and Feedback on Chief Probation Officer's

(OPEN SESSION)

9. **Vote to elect whether to disclose any or all discussion held in closed session (San Francisco Administrative Code Section 67.12(a)) (ACTION ITEM)**
   - COMM Chang motioned to not disclose any or all discussion held in closed session, second by COMM Beijen, and approved by the rest of the Commission.

10. **Future Agenda Items (ACTION ITEM)**

    Announcements
   - COMM Woodson said that the October Full Commission meeting will focus on job opportunities. Judge Kelly, Allison Magee and other members of JCERT will discuss the Re-Entry Program. In addition, COMM Woodson would like to see a representative from Goodwill Industries speak on connecting youths with jobs.
   - COMM Woodson would like flyers available from past presenters, such as Year Up and One Stop, regarding youth job opportunities.
   - COMM Wan recommended having YGCIC or DCYF participate to discuss workforce development opportunities for youths on probation.
   - No public comments.

11. **Adjournment (ACTION ITEM)**
   - The meeting adjourned at 7:30 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Agenda
Wednesday, October 13, 2010
5:30 p.m.
City Hall, Hearing Room 408
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

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1. Roll call

2. Public Comment

Members of the public may address the Commission for up to three minutes on any matter within the Commission's jurisdiction that does not appear on the agenda. Speakers shall address their remarks to the Commission as a whole and not to individual Commissioners or Department personnel. The lack of a response by the Commissioners or Department personnel does not necessarily constitute agreement with or support of statements made during public comment.

3. Review and Approval of the Full Commission Meeting Minutes of September 8, 2010 (ACTION ITEM)

4. Presentation on Youth Employment by Larry Robbin, Executive Director, Robbin and Associates (DISCUSSION ONLY)

5. Presentation on Youth Employment by Glenn Eagleson, Director of Policy & Planning, Office of Economic and Workforce Development (OEWD) and Sandra Naughton, Sr. Planner, Department of Children, Youth and their Families (DCYF) (DISCUSSION ONLY)

6. Report on Juvenile Collaborative Reentry Team presented by Kwanza Morton, Probation Officer; Rebecca Marcus, Public Defender; Vanessa Alvarez, Social Worker, Public Defender's office; and Danny Reyes, Case Manager, Center on Juvenile and Criminal Justice (DISCUSSION ONLY)

7. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Log Cabin Ranch Job-Career Fair on Sept 22nd by Allen Nance, Assistant Chief Probation Officer
   - Corrections Standards Authority letter dated 8/31/10

8. Future Agenda Items (ACTION ITEM)

   Announcements

9. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
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Commissioners
Rebecca Woodson, President
Julian Chang, Vice President
Katharine Albright
Joseph Arellano
Dirk Beijen
Sarah Ching Ting Wan

Meeting Minutes

1. **Roll Call**
The Commission President called the meeting to order at 5:41 p.m. Commissioners Arellano, Beijen, Chang, and Woodson were present. Commissioner Wan arrived at 5:42 p.m. and Commissioner Albright was excused.

2. **No public comments.**

3. **Review and Approval of the Full Commission Meeting Minutes of September 8, 2010 (ACTION ITEM)**
Motion to approve the September 8, 2010 Full Commission Meeting Minutes by COMM Beijen, second by COMM Chang, and approved by the rest of the Commission.

4. **Presentation on Youth Employment by Larry Robbin, Executive Director, Robbin and Associates (DISCUSSION AND ACTION ITEM)**
Mr. Robbin has been in the Bay Area for 24 years and has recently seen a development of a youth employment system than in the previous 20 years and expressed that Glenn Eagleson has been very instrumental in creating youth employment systems. Mr. Robbin does not feel the need for more programs, but increased collaboration and capacity (funding). Youth unemployment is at 75% and youth employment is directly related to adult employment. Adults are bumping youths out of jobs.
COMM Beijen asked what age range defines youth. Mr. Robbin said "funding sources define this as 16 thru 24 years of age." In addition, seniors are now returning to the workforce seeking part-time jobs. The real force that drives youth into the working market, is seeing adults going to work. The number one skill for youths is the ability to manage rejection and depression, and stay in the job search. Good youth employment programs have strong links with education. There should be respect and a mutual learning experience between instructor (strong adult role model) and a student. Good programs also create "family" (common identity and bonding). If youth employment programs are successful, they have very little recruitment problems, because youths recruit other youths. Missing elements in good youth programs is identifying hidden disabilities (learning, mental health, and autism) and is often the reason youths feel that they do not fit in. In addition, business associations need to become more involved to improve employment for at-risk-

youths. See list of websites under supporting documents.
COMM Beijen expressed that LCR, the department and Missouri Model are doing a very good job at providing safety, education and a foundation for opportunity for youths. When kids leave LCR with hope and education, they go back to that same environment where they are ridiculed if they want to take a $15 an hour job. How can a department, who is providing resources for re-entry, change what is a defining factor in a kid's life when he goes back home. Mr. Robbin said to "develop a strong mentoring program." Adults should come from outside to mentor youths, ideally from SF, so that youths can continue to have contact with them once they are released; bring in alumni from the program that were successful; and create alumni groups so that they can help each other figure out how to deal with this.
COMM Arellano stated that he works for Bay Area Council, a business association, which has scholarship programs that serves 50 under-served youths per year and helps fund them to go to college. They are then brought on as interns and then referred to businesses and corporations in their memberships. COMM Arellano wanted to know if any business associations in the country or locally are doing this. Mr. Robbin said that "he has heard about it, but has not seen it yet." See supporting document, "Helpful Youth Employment Related Resources."

5. **Presentation on Youth Employment by Glenn Eagleson, Director of Policy & Planning, Office of Economic and Workforce Development (OEWD) and Sandra Naughton, Sr. Planner, Department of Children, Youth and their Families (DCYF) (DISCUSSION ONLY)**
Glenn Eagleson discussed how the Office of Economic and Workforce Development looks at youth workforce. It falls into three areas: 1) work with a number of city departments to help align youth workforce programming, policy and services in the city. SF is rich in resources in both the funding OEWD gets from the federal government, which is the largest investment in the youth employment and programs, but they are locally resource rich which gives them flexibility regarding the programming they offer. The challenge is that they have so many resources and are not forced to coordinate services and communities see a lot of departments creating their own programs because of the available resources. OEWD has worked with DCYF on youth services; worked with JPD to advise how they should fund some of their services; OEWD has a seat on the Juvenile Justice Coordinating Council and the city's Re-Entry Council; and has helped advise work done at LCR with youths making transitions into the older young adult system in the city; 2) coordinated citywide policies in building the system thru the Youth Council of the Workforce Investment Board. Because OEWD receives federally funded training money, they are mandated to have a youth council, which advises the city on youth plan for workforce services and to approve contracts related to workforce development. The Youth Council has worked on defining quality programs; and the recognition of the importance of educational attainment for young people. It is the single greatest indicator of success for young people, which will show how successful they will be later in life; and, 3) fund citywide programs and receive federal employment training dollars from the Workforce Investment Act. OEWD looked at the different needs in the city and to best utilize each of the funds given in the requirements (see supporting document "DCYF/OEWD Youth Workforce Development Framework"). They have been funding a number of programs that provide not only GED services, but high school and comprehensive services for young people. Young people have testified to other young people to try the program.
COMM Woodson asked what type of financial education plays into these programs. Mr. Eagleson said "there are many financial components built into these programs. Not only with money management, but discuss the dangers of check cashing, opening bank accounts and planning." They work with kids before they get their first check regarding money management and responsibilities. Mr. Eagleson referred the Commission to the resource chart.
COMM Chang recognized that some agencies are skilled at getting private sector money and asked if there is a program that could help private sectors align their goals with these programs. Mr Eagleson said "the program is called Match Bridge, which is a program of the United Way of the Bay Area, for employers to contribute to youth workforce programs." They serve as intermediary between employers that want to hire young people and young people coming out of community training programs. In addition, there are a number of partners that work directly with the schools. The focus is how to get young people involved in the work place. They need to involve employers more in helping to design curriculums, provide young people in experiencing

the workplace through mentoring and internships. Young people that come from low income communities without a working culture, knowledge of the working world is incredibly small. Sandra Naughton expressed that Glenn Eagleson did a good job covering how the two departments work together to come up with continuing services and she covered the programs on the chart that are DCYF funded (MYEEP and Youth Works). The School Partner Model, partnered with the Youth Council, OEWD and the school district, focuses on the school district's highest-needs students in their alternative and court-community schools. The idea was to embed a workforce experience into what they are learning in the school day. The Youth Workforce Development Programs for high-risk population, which targets youths from 14 to 21, are involved with the juvenile justice system or other risk factors. 14 different programs are under this funding strategy. In all strategies, they tried to layout more specific expectations; such as quality standards, quality programs; and services. The major strategy components working with high-risk population are: the assessment process; planning; and transition planning. The second component is job readiness, placement and actual subsidized work employment experience. The third is individual support that a youth would need to succeed in that work-based experience. The fourth focuses on educational attainment; making sure they are engaged in school, their educational trajectory, and what's next for them. The Youth Guidance Improvement Committee was funded to serve as a coordinating role to help youth who are coming out of the juvenile justice system and placed into the right program. For funding strategies, see supporting document "San Francisco's DCYF Y-LEaD Service Area."
COMM Chang asked what the teen population is that DCYF is trying to reach regarding funding investments. Ms. Naughton said that "they are still finalizing contract negotiations and does not have a finite number yet, but depending on the extent of contacts, around 10,000 youths."
COMM Woodson asked if there were any reporting requirements for these programs to maintain to increase or decrease funding. If so, is the data publicly available? Ms. Naughton said that "they have an online tracking system where all funded programs enter data on activities offered, when activities take place, and on the youth they serve." DCYF is in the process of developing outcome measures, mostly self-reports, and an annual survey of youths in the programs.
COMM Woodson asked if any available reporting data could spot trends in outcomes for successes/problems. Ms. Naughton said that "they do that internally." They create year end reports for the funded programs that show a snapshot of program participation over time.
COMM Woodson asked if they were seeing any trends in terms of participation over time and if it is increasing or decreasing. Ms. Naughton said that "they have not seen much in this funding cycle with these new strategies, but have seen both increases and decreases in trends over time in different programs." The focus is on what the department and programs can learn from using this data for improvement and course adjustments.
Public Comments:
Liz Jackson Simpson, Executive Director of the Youth Guidance Center Improvement Committee, echoed the comments of Larry Robbin, Glenn Eagleson and Sandra Naughton. She introduced herself and will be presenting at the November Full Commission meeting. Ms. Jackson Simpson has a long history in workforce development and invited the Commission to visit their office, in the W cottages, to see their programs.
Allison Magee, Director of Administrative Service, expressed that Glenn Eagleson with OEWD has been instrumental in helping JPD develop their partnership with the SF Conservation Corp and Year-UP. Both are critical programs for LCR.

6. **Report on Juvenile Collaborative Reentry Team presented by Kwanza Morton, Probation Officer; Rebecca Marcus, Public Defender; Vanessa Alvarez, Social Worker, Public Defender's office; and Danny Reyes, Case Manager, Center on Juvenile and Criminal Justice (DISCUSSION ONLY).**
Allison Magee, Director of Administrative Service, said that this is a new program and today is the one-year anniversary. It is an unprecedented partnership with JPD, Superior Court, Public Defender's Office and CJCJ to work with youth returning from out-of-home placement to improve outcomes for youths, including those from outside the Bay Area. The group is on track, because it was estimated to serve 100 youths and they are at 75. As youths are sent to out-of-home placement, the JCRT team (the Public Defender, a designated Probation Officer, a Youth

Advocate, and a Clinical Case Coordinator) reaches out to the youth to introduce the program and lets them know that when they get through with the majority of their placement, they will be contacted to start developing the Re-Entry Plan with the youth and their family. This plan will be approved by a designated judge with the Re-Entry Court and in place before they are released from placement. The team works intensively with each child and family to get services in place. It is a labor-intensive, staff-rich model, and is very effective to date. A recent report showed 96% of kids showed improvement in antisocial behavior, 86% showed improvement in family relationships, and similar numbers with school participation. These are not kids coming out of LCR and are not exposed to the Missouri Model.

The Honorable Kathleen Kelly thanked COMM Woodson for inviting the group to present. Judge Kelly said this is the "dream team," because each individual member of the team links kids up with the needed services. This team is a hard-working group who focuses on collaborative and advanced planning. A member of this team who is not present, but very much a part of this team, is the family. They all sit at the table and discuss the plan to be sure that it makes sense for the minor and family. The Commission is invited to attend these meetings. They are trying to create a mini re-entry program at LCR, using some of the established best practices that have been developed through the re-entry program. The only room for improvement is in relations with community partners: school district; mental health; and issues with housing. They are very happy to have these community partners and great relations are developing, however, there is still room for improvement. The links between job opportunities for kids could be improved. This is a work in progress and hopes the Commission can assist with a job fair and get non-profits to help link jobs for kids.

City Attorney Marcus explained the background and the Second Chance Brand Act, a bill passed by Congress to fund re-entry work. Five grants were issued for juvenile sites. They are the only site working with kids coming from out-of-home placement and only one of two sites coming out of the city, rather than states. Their grant is very unique. There are approximately 200 kids in out-of-home placement in SF and their office has approximately 100 of them. They try very hard to keep the kids with their families and in the community whenever possible with wraparound services. To get to a place where a kid has to be removed from their family and put into some type of placement means that there are very significant issues with the child or their family. There is a very high degree of mental health issues that they deal with, over 50% of the kids are special education students.

Kwanza Morton added that they use a lot of out-of-home placement and some of them are out-of-state. Once the kid is placed in out-of-home placement, Vanessa Alvarez will meet and get to know them and their family. One of the strengths of this program is that they have team meetings every week and discuss the cases and individual issues. The group is in contact almost every day and make themselves available at community meetings and meetings with the families. Mr. Morton's position starts when the youth is transferred home. He monitors the youth and follows up with the family on the case plan.

COMM Chang asked how much of the overall workload is taken up by JCRT cases. Mr. Morton said "100%."

COMM Wan asked that after the youths are released, how long are they kept track of. Mr. Morton said a "maximum of six months." Their focus is working with these families when the kids are in placement.

COMM Chang asked what the primary focus was when creating the plan and whether the child's interest comes first, or the family.

Danny Reyes, Case Management Coordinator for JCRT, said that "it's a collaboration of both. You will usually find that what the family wants, is usually what the youth wants. A lot of times, youths are in out-of-home placement because of the family dynamics." Mr. Reyes works with the family when the youth is at placement. Before the youth is transitioned back into the community, they will have the youth and family sitting at one table to discuss any challenges. "One of the things I hear at our meetings from families and youths, is that they feel a sense of empowerment over the components of the plan." They have written it. With the case plans, the team looks at the family, housing, education, employment, mental health, community and peer activities, and substance abuse. The key with this program is looking at re-entry when the kid is placed, as opposed to when the kid is re-entering. For the youth going through this program, it is changing

their perception of probation and juvenile court.
COMM Chang asked how sustainable is the model. Ms. Magee said that "it is a very expensive model, but you have to invest in the resources to get the return in the long run." It is a three-year grant and the DOJ has expressed interest in resuming this initiative. The Zellerbach Foundation is one of JPD's funders, and they are very interested in this model and supporting JPD to formalize this model. JPD is hoping to show that after the third, fourth or fifth year, that this is cost effective. Chief Siffermann stated that this program embodies everything in terms of judicial leadership, collaboration, team support, and membership. This represents the spirit behind the whole involvement behind the juvenile court systems. Ms. Magee added that the federal grant is only half of the program and the team underestimated the amount of resources and costs that would go into it and they are investing tremendously in this program.
Public Comments:
Liz Jackson Simpson commended the team and efforts of this innovative group. Keeping the family focused is critical to all of the young people being served.
No further public comments.

7. **Report to the Commission**

a. Chief's Report:

Log Cabin Ranch Job-Career Fair on Sept 22nd by Allen Nance, Assistant Chief Probation Officer:
Mr. Nance said the job-career fair at LCR was a collaboration of many individuals, including Liz Jackson Simpson and thanked COMM Wan for participating. Over the past summer, JPD dedicated around $100,000 of Youthful Offender Block Grant money to specific employment positions for young people in the community. JPD is working with DCYF and have approximately 25 positions, not only for LCR graduates, but also for young people who have participated in JCRT. They introduced youths to resource providers and prepared a morning presentation on the characteristics of young people who are committed to out-of-home placement, as well as those committed to LCR. The afternoon consisted of a job fair. Each of the providers had their own table with resources available and youths were allowed to go from table to table asking questions, collecting information, and developing relationships with the various individuals who will potentially employ them when they return to the community. The logic model developed at LCR is used to develop skills to help youths once they return to the community.
COMM Chang asked if residents rotate their jobs and Mr. Nance said that "over the course at LCR, youths will have a chance to engage in all of the different jobs being offered. They work in pods and support one another."
COMM Chang asked if it was mandatory for pods to work and have jobs. Mr. Nance said "absolutely." These are the expectations cultivated in youths at LCR. They are working toward getting a job training counselor at LCR, which will partner with the aftercare team. The aftercare team reviews every single youth who has left LCR and identifies their challenges and strengths, as they continue their re-entry process.
COMM Wan expressed that she was really impressed and learned a lot about the model.
Public comments:
Kwanza Morton commended Assistant Chief Nance, Liz Jackson Simpson and all involved in the event.
Liz Jackson Simpson thanked Chief Nance and COMM Wan for coming to the event. She said that it was a very exciting event to have all the resource providers come to LCR. It was an unprecedented event and people were pleasantly surprised.
No further public comments.

Corrections Standards Authority letter dated 8/31/10:
Chief Sifferman expressed that the Corrections Standards Authority letter follows their last biannual report that identified some significant problems, particularly with Juvenile Hall and with meeting the educational standard compliance. This required JPD to submit a formal compliance plan and to appear in person to explain JPD's plan and it was adjusted successfully. Ms. Work

provided a refreshing perspective that shed positive light on what is happening at Juvenile Hall and LCR and discussed a tremendous change in atmosphere, culture and stability with the youths. She also recognized the changes in LCR staff toward their work responsibilities, as well as the way LCR counselors handle discipline. This report was also sent to JJC, the Mayor's Office, and individuals that have an interest in the operations of JPD.

COMM Chang said that the report submitted is a stellar validation of Chief Siffermann's administration and the changes that the Chief and Assistant Chief have taken in leading the entire staff through the Missouri Model. Chief Siffermann credits the leadership from Assistant Chief Nance and Ms. Magee for the positive things heard this evening.

No public comments.

8. Future Agenda Items (ACTION ITEM)

Announcements

- COMM Woodson asked the Programs Committee to hold a meeting concerning a job fair for the youths served by the JCRT program, to build on the success of the LCR job fair.
- No public comments.

9. Adjournment (ACTION ITEM)

The meeting adjourned at 8:08 p.m.

CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

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Regular Meeting Agenda
Tuesday, November 9, 2010
5:30 p.m.
Bayview Police Station, Community Room
201 Williams Street
San Francisco, CA 94124

1. Roll call

2. Public Comment

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3. Review and Approval of the Full Commission Meeting Minutes of October 13, 2010 (ACTION ITEM)

4. Presentation on Youth Employment by Goodwill Industries (DISCUSSION ONLY)

5. Presentation on Youth Employment by Liz Jackson Simpson, Executive Director, Youth Guidance Center Improvement Committee (YGCIC) (DISCUSSION ONLY)

6. Report to the Commission (DISCUSSION ONLY)

   a. Chief's Report

   - Disproportionate Minority Contact (DMC) Grant Update by Garry Bieringer
   - Kansas City JDAI Seminar Update by Chief Siffermann

7. Future Agenda Items (ACTION ITEM)

   Announcements

8. Adjournment (ACTION ITEM)

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CITY AND COUNTY OF SAN FRANCISCO
JUVENILE PROBATION COMMISSION

JUVENILE PROBATION COMMISSION REGULAR MEETING

Regular Meeting Minutes
Tuesday, November 9, 2010
5:30 p.m.
Bayview Police Station
201 Williams Avenue, Community Room
San Francisco, CA 94124

Commissioners
Rebecca Woodson, President
Julian Chang, Vice President
Katharine Albright
Joseph Arellano
Dirk Beijen
Sarah Ching Ting Wan

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Meeting Minutes

1. **Roll Call**
   The Commission President called the meeting to order at 5:51 p.m. Commissioners Arellano, Beijen, Chang, and Woodson were present. Commissioner Wan arrived at 5:55 p.m. and Commissioner Albright was excused.

2. **Public Comments.**
   Greg Suhr, Captain of the Bayview Police Station, welcomed everyone to the station and said that he has been working with Chief Siffermann and JPD on the DMC project. During the summer, Bayview Station has been promoting good choices for kids by trying to find jobs for around 35 kids and get 300-400 kids into various camps and activities.
   COMM Woodson asked what specific efforts were made to find youths jobs. Captain Suhr said the application process for city jobs opens in January and closes in February and Bayview station found out what jobs were available for kids and directed 15 kids to apply for themselves.

3. **Review and Approval of the Full Commission Meeting Minutes of October 13, 2010 (ACTION ITEM)**
   Motion to approve the October 13, 2010 Full Commission Meeting Minutes by COMM Chang, second by COMM Beijen, and approved by the rest of the Commission.

4. **Presentation on Youth Employment by Goodwill Industries (DISCUSSION ONLY)**
   Three individuals presented: Joanna Hernandez, Program Manager for Back on Track, which is a first time drug felon offender program funded by the SF District Attorney's office and is in partnership with Goodwill Industries; Lori Bernstein, Program Manager, RAMP Program, which targets at-risk disconnected youths across the city; and Julia Orellana, RAMP Program Coach. They discussed how juveniles coming out of the juvenile justice system can benefit from RAMP and Goodwill Industries services (see supporting document). RAMP, a collaborative of Goodwill Industries and SF Conservation Corp, completed the second year and are funded by OEWD. They serve 250 at-risk youth per year through a year-long program. The program starts with an intensive six-week job readiness training program. When kids are placed in jobs, they need to be sure that all barriers are addressed. Substance abuse and mental health counseling is available; a stipend is paid during the first six-weeks of job readiness training; and two drug tests are

administered. Most kids are not ready for employment at the end of the six weeks and are placed in transitional work programs. When kids finish this training, they come back and are placed in permanent employment. It is a minimum of a year's worth of services. There are strict attendance policies during the six weeks of JRT and many do not make it the first time. Orientations are held once a week, held at different locations and word-of-mouth gets the students involved. The funding for this program is for 18 to 24 year olds. This helps kids, who are coming off of probation, with job readiness training.
COMM Chang asked what the placement rate was after the end of the year.
Ms. Bernstein said "25%." One Stop Center and re-entry services are provided with a job readiness program, which serves people from 18 years to seniors.
No public comments.

5. **Presentation on Youth Employment by Liz Jackson Simpson, Executive Director, Youth Guidance Center Improvement Committee (YGCIC) (DISCUSSION ONLY)**
Ms. Simpson stated that YGCIC has been around for 27 years and was developed by the Supreme Court judges to help improve educational and vocational outcomes primarily for LCR and has since evolved with all youth involved with the juvenile justice system (see supporting document). The primary programs are: BT Express; New Directions Employment Program; and Early Morning Study Academy. YGCIC is a service "mall" for job, education, and training-seeking youth. They are connected with many services and departments, such as healthcare, supportive, education, HAS, legal, program eligibility, required documentation and stable housing. Most of the youth that participate are between 15 to 19 years old and participants must be at least 17 years old to take the GED. This test is offered two times a month. YGCIC recently merged with Youth for Service and it has a one million dollar endowment with SFSU, which has endowed the money to the downtown college of extended learning. From the interest of the endowment, they are able to provide a $25,000 scholarship every year. They encourage youths to continue their education and mitigate any barriers to support youths. The average length of stay in their education component is around three to four months. They have merged with other organizations and are following the directives from the SF Foundation to get more resources; cut costs; be more efficient; are trying to build up the scholarship pool with SFSU; and the community college is assessing the space in the W Cottages so they can begin doing placement tests to eliminate any barriers. They are always trying to diversify their funds.
COMM Chang commended Ms. Simpson and her team for all of their hard work and asked her to contact him regarding linkages to private sector funding.
Chief Siffermann added that these youths could also be trained as counselors and probation officers and possibly become interns in the department.
No public comments.

6. **Report to the Commission**

   a. **Chief's Report:**

   - **Disproportionate Minority Contact (DMC) Grant Update by Garry Bieringer**
     Chief Siffermann thanked Captain Suhr for welcoming the group to Bayview Station and for working on the DMC. Garry Bieringer stated that the DMC grant ($100,000/per year for three years) is preceding along four different avenues. The first is the partnership with the Bayview Police Station: the surveys, discussions, scheduled meetings with officers later this month, and the training component which is scheduled for early next year. Second is the training component for the police and probation officers. The Burns Institute is helping with the development of the training. JPD has discussed doing an employee survey, similar to the one conducted for the Bayview police officers. This will most likely happen after the training. The third component is the data analysis. An analysis of all of the youths that were overridden into detention with a focus on the kids who live in the Bayview district and African American youths Once completed, it will be shared with Chief Siffermann and the Burns Institute for their analysis. The next analysis will be to look at youths who are detained due to a bench or arrest warrant to see what strategies can be implemented. The last component is

risk assessment. This is a tool that JPD uses when police bring youths to JPD. The department needs to determine if the youth needs to be detained or can be released back home to do community services. They are looking at weak areas, analyzing who is detained, what changes can be made, and more training of on-duty staff. The state schedules a site visit in December for all agencies that they fund.

COMM Woodson asked if any of the data or analysis was available for public consumption.

Mr. Bieringer stated that a quarterly report is prepared for the state, however, they are still compiling information.

No public comments.

Kansas City JDAI Seminar Update by Chief Siffermann

Chief Siffermann stated that the Annie Casey conference is held every year and focused on detention reform. JPD was only allotted four slots for members to attend, which included himself, Allison Magee, Director of Administrative Services, Commission President Woodson and Patty Lee, Public Defender. The conference has significantly grown in attendance. The JDAI initiative has been introduced in 120 different sites across the country, many involving state initiatives that advance the eight core principals of detention reform. One of the highlights was the presentation by Allison Magee on managing the department's available resources to continue the principles of JDAI in tough economic times. The conference has now encompassed the way youths are processed in the juvenile justice system and has a lot to do with how they are reducing the numbers of kids that are being detained. This correlates with JPD's out-of-home placement, as described by the Juvenile Collaborative Re-Entry Team (JCRT), and the collaborative work with the courts, public defender and CBO's. This also correlates with the work being performed at LCR, where steps have been made for youths emerging from LCR. The Office of Juvenile Justice and Delinquency Prevention (OJJDP) made a significant commitment to this foundation and their model.

COMM Woodson attended Ms. Magee's presentation regarding strategies on obtaining funds to sustain their programs and thought it was an effective presentation. The last presentation was an opportunity to hear directly from kids who were in the Missouri Model and they gave their experience on how it was to be in that program and how it positively affected their lives. It reminded everyone in the room "why we were there and why we do what we do." It was the last presentation of the conference and it should have been one of the first, because many of the participants had left or were leaving at that point. It was a worthwhile event.

Ms. Magee added that at the end of the conference, it was gratifying to see peers taking into account their best practices, and learning from each other.

No public comments.

7. Future Agenda Items (ACTION ITEM)

Announcements

- No announcements.
  No public comments.

8. Adjournment (ACTION ITEM)

The meeting adjourned at 7:09 p.m.

Juvenile Probation Commission will not be holding the 12/08/10 Full Commission Meeting

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Sent: Thursday, December 02, 2010 3:00 PM

Please note that the Juvenile Probation Commission will not be holding the December 8th Full Commission Meeting.

The Commission will reconvene on January 12, 2011.

Thank you.

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